



<b>FOR INTERNAL USE ONLY</b>
Total Pounds: _____
Date Completed: _____

**FOOD DRIVE INFORMATION FORM**

Date: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Event Location: \_\_\_\_\_

Event Dates: \_\_\_\_\_ to \_\_\_\_\_

What geographic area will be participating? \_\_\_\_\_

Will the Food Bank supply the barrel(s)? \_\_\_\_\_ If yes, how many? \_\_\_\_\_

Will you be using any of the following media or social venues to promote the Food Drive?  
\_\_\_\_\_ Newspaper \_\_\_\_\_ Radio \_\_\_\_\_ Facebook \_\_\_\_\_ Twitter

<b>FBA Staff Use</b>
Partner Agency: _____
Contact: _____ Phone #: _____
Address: _____ _____
Date for Drop off: _____ Preferred time: _____

*Thank you so much for your time, dedication, and commitment to holding a food drive to benefit Food Bank of the Albemarle. With your help, we can continue our fight against hunger in northeast North Carolina. Due to fuel cost any Food Drive Donation under 100 lbs. are not eligible for FBA pick up. If you have any questions, or if you are planning to submit a Public Service Announcement (PSA) to the press, please contact Brian Gray at [brgray@foodbank.org](mailto:brgray@foodbank.org) All publicity materials must be reviewed by Food Bank staff prior to submission to the press.*

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
*FBA Staff*

**Please submit this form to Brian Gray at:  
[brgray@foodbank.org](mailto:brgray@foodbank.org)**