



FIVE N TWO
FOOD PANTRY

“YOU GIVE THEM
SOMETHING
TO EAT.”
~JESUS

Dear Food Drive Organizer,

Thank you so much for organizing a food drive for our pantry! It's because of community partners like you that we are able to continue feeding the hungry in Harnett County. We hope this promo kit will help you prepare, execute, and wrap up a successful drive.

To start, you'll need to **set your start and end dates**. You can run a few weeks, or even a month or more. Set your dates, and put them on the white bar at the bottom of the **large poster**. **Hang the poster** in a high traffic area well in advance of your drive. Give plenty of **notice** before starting. Add your date and/or location information in the white block on the bottom of **small insert**. Make as many copies as you need to use as a bulletin insert in your church, or handout at your organization.

If your organization uses **PowerPoint**, go to **fiventwofoodpantry.com/fooddrive** and download our free PowerPoint slide. Change the dates to match your food drive, and drop it into your announcements.

Tape the **smaller sign to your donation box** and place in a visible, highly trafficked area. Try to **raise the box** off the ground to make it more prominent. **IMPORTANT TIP:** make sure not to use too large a box. While they seem like a good idea to raise excitement, they quickly become too heavy to move. A standard **banana box or copy paper box** is the perfect size. If you wish to use a large box to decorate and/or call more attention to the collection site, be sure to have plenty of smaller boxes on hand to move the cans into.

When your drive is complete, gather all your donations and **bring them to the food pantry** during our regular hours: Monday, Wednesday, and Friday from 11a-5p and Saturday 9a-3p. We will weigh them in and give you a total that you can then report back to your group. Be sure to **report back** the results in a meaningful way, and thank all those who participated in the drive.

If you have any other questions, please **feel free to contact us** at the pantry. **Here's to a successful drive!**

Sincerely,

A handwritten signature in cursive script that reads "T. Austin Reason".

T. Austin Reason
Executive Director
Five N Two Food Pantry
919-499-1668