

Vandalia-Butler Food Pantry

MARCH 22, 2018 GUIDELINES

WE NO LONGER DELIVER

The Vandalia Butler Food Pantry can only serve the residents of Vandalia and Butler Township. Not all of 45414 is included in Butler Township. (North side of Stop Eight Road, over to Frederick Pike and over to the Huber Heights line.)

WE DO NOT OPERATE IF THE SCHOOLS ARE CLOSED DUE TO BAD WEATHER.

The items with a ** in front of them located on the back are the new guidelines for the Vandalia Butler Food Pantry.

Here is some information on how the pantry is operated.

The pantry is operated by volunteers only. We volunteer to:

1. Take calls off the answering machine
2. Call the organization that is volunteering that month to call the families back to schedule a pick up time
3. They get the perishable items for your order
4. They pull the food for your order

This all takes time and is done by volunteers, five days a week, 52 weeks a year. We do not work on Saturday or Sunday or Holidays. We have a lot of orders each day and they are increasing daily. If you cannot pick your order up we have a form that whoever is picking it up needs to sign releasing the pantry from all liability. We usually call you back within 24 hours of your call to the pantry, so please make yourself available after you call in for your pickup. If you cannot be available within the 24 hours of your call, please do not call until you can be available. In case something comes up, please call the pantry to let us know so we will not waste our time trying to reach you. Let us know when you

will be available so we will not remove your name from our list permanently.

The following guidelines must be met in order for you to receive a food pickup from the pantry. **If you do not follow the guidelines listed below, you will be removed from our list permanently. You have to call your own order in. No one else can call it for you.**

1. You must live in the City limits of Vandalia or Butler-Twp
- ** 2. You can only receive a food once every 60 days(mark your calendar when you receive your food
3. We can only feed a maximum of 4 people (no visitors)
4. You must be honest with us (if you are caught in a lie, you will be removed from our list permanently)
5. You will receive your order usually within 24 hrs.
after you have called in and left the correct information in #6
6. Speak very slowly, loudly and clearly when leaving your Name, Address, Telephone Number, Number of Adults, Number of Children, and if it is your 1st time calling, give us the name of the Child, Age, Boy/Girl Please repeat your phone number for cell phones cut in and out and if we do not understand your number, you will not receive a call back to pick up your order
- ** 7. You need to have a photo identification (drivers license)
- ** 8. Current utility bill showing the address and your name

If you have any questions regarding this information, please call 890-6628 and leave a message and we will get back to you.

Thank you.

Vandalia-Butler Food Pantry

