



Warehouse Donation Guidelines

These guidelines apply to donations from warehouses, manufacturers, and distribution centers.



DAIRY, EGGS & PERISHABLE BEVERAGES

- Refrigerated at 41°F or below (fluid dairy cannot be frozen)
- Incomplete dozens of eggs are acceptable if placed in a clean carton. We can't accept cartons with egg remnants on them because of cross-contamination

Donate On or Before Sell by Date	Donate ≤ 3 Days Past Code Date	Donate ≤ 21 Days Past Code Date	Donate ≤ 90 Days Past Code Date
fluid dairy (milk, half & half, cream), yogurt, cottage cheese, non-dairy milks, perishable beverages, orange juice	cream cheese, soft cheese, sour cream	eggs, butter, margarine, hard cheese, shelf stable milk, shelf stable non-dairy milks	frozen butter, frozen cream cheese, frozen hard cheese



PRODUCE

- Whole produce: At least 80% of the product must be usable for roughly 5 days
 - » For berries, at least 90% of the product must be useable
- Provide packing date when available



MEAT & POULTRY

- Before pickup, meat must be frozen within 24 hours prior to the sell by date
 - » This is required as it limits cross contamination issues
 - » Any product that is not frozen will be discarded as a safety precaution
- Frozen meat is accepted up to 6 months after sell by date
- Meat/poultry cannot be stored above fresh produce or any ready-to-eat (RTE) product
- We **DO NOT** accept fresh fish and seafood donations
- Chilled raw meat is accepted on a case-by-case basis and must be prearranged with the Food Bank. If not frozen, the donation:
 - » Must occur greater than 24 hours before expiration date
 - » Must be sorted and separated by protein type i.e. - chicken, beef, pork.



FROZEN (VEGGIES, RETAIL PACKAGING, ICE CREAM, ETC.)

- Product must be completely frozen prior to donating and must have remained frozen since freezing date
- Must be separated from dry and refrigerated donations
- Frozen product can be accepted up to 6 months past expiration date



DRY STORAGE/NON-PERISHABLE

- Soft packed (Ex: cereal, crackers, dried pasta, rice, etc.) can be accepted up to 2 months past expiration date
- Canned and jarred goods are accepted up to 6 months past expiration date
- We **DO NOT** accept cans with seams that have rust or dents



BAKED GOODS

- If frozen, accepted up to 3 months after expiration date
- If not frozen, we can accept donations up to expiration date
- Must be boxed separately from other donation categories to ensure the freshness and integrity of the product are maintained
- Bread/bakery must be labeled with ingredients and allergy statements



BEVERAGES (NON-PERISHABLE)

- Can be accepted up to 6 months past expiration date
- NOTE: In accordance with our nutrition guidelines, we do not accept pallet quantities of sugar-sweetened beverages
- Donations of water should be pre-arranged with Greater Pittsburgh Community Food Bank's Food Recovery Team



NON-FOOD/NON-TRADITIONAL DONATIONS

- Baby food/formula can be accepted up to 1 month prior to expiration date
- Non-food household products like paper products, laundry supplies, diapers and personal and feminine hygiene products are accepted
- Cookware, appliances, cleaning products, clothing, pet food and household decor are accepted on a case-by-case basis
- We **DO NOT** accept, over the counter medicines, vitamins, supplements, or hazardous chemicals



DONATION HANDLING

- All donations must be stored at least 6 inches off the ground
- Donations must be stored within safe temperatures according to food type
- Avoid cross-contamination between categories of food
- Keep foods with different storage requirements, e.g., refrigerated, frozen, dry, on separate pallets
 - » Product stored on mixed pallets will be discarded as a safety precaution



WE CANNOT ACCEPT

- Baby food or formula past its printed code date
- Food packed in boxes that previously held meat
- Food packed in trash bags or USDA boxes
- Damaged, compromised or bloated packaging
- Off odor or discoloration on product (use discretion for produce)
- Thawed and refrozen product or product with freezer burn or ice crystals on interior of packaging
- Food with signs of mold, fungus, insects or decay
- Broken or chipped glass in packaging
- Loose sharps
- Items without an ingredient or allergen list
- Items without a code date or manufacturer information
- Harsh chemicals
- Bulk frosting or large quantities of frosting
- Pallet-sized quantities of sugar-sweetened beverages

Questions?

Contact Greater Pittsburgh Community Food Bank Food Recovery Programs Team
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