

CONTRACT

Name of Agency: _____

Address: _____

1. Must have a 501 (c) 3 tax exempt status with the Internal Revenue Service. Please include a copy of your IRS letter.
2. Must not sell, transfer, barter or offer for sale the items supplied by River Bend Foodbank in exchange for money, property or services, or otherwise allow the items to reenter the commercial channels.
3. Must be an agency that serves the needy, ill or infants.
4. Must serve food directly to its clients in the form of meals or distribute food boxes for emergency situations.
5. Must have adequate frozen and dry storage capacity to ensure the wholesomeness of the food until used or redistributed.
6. Must be licensed by the State and/or City as a food service establishment according to the service it provides.
7. Must be agreeable to monitoring by **River Bend Foodbank**.
8. Must maintain a file of all foodbank receipts for one year.
9. Must not deny access to donated food on the basis of race, creed, national origin, religious affiliations, sex, sexual preference, age or handicap.

SIGNED BY DIRECTOR OF

AGENCY _____ DATE: _____