

Facility Name: _____

Facility Address: _____

1. Food Bank(s) or Donor Kitchen(s) receiving donations from your establishment (LIST):
 - a.
 - b. Donated Foods will be relinquished to Donated Food Distributing Organization (DFDO)(s) by (SELECT):
 - Pick-up and transport from our Food Service Establishment (FSE) by the DFDO
 - Delivery by our FSE to the DFDO

2. What recordkeeping will be established to support food donation efforts? (Date marking, labeling, temperature logs, transportation logs, etc.) Attach any records you currently have to this form.

3. Attach employee training for the employees who will be involved with food rescue/donation to this form.

4. Types of foods that will be available for donation or re-service (SELECT ALL THAT APPLY):
 - Cooked or heat treated in FSE
 - Raw, unprepared whole ingredients
 - Ready-to-Eat (sliced apple, baby carrots, salads made on-site, etc.)
 - Commercially Packaged
 - Repackaged bulk items (bulk flour, uncooked rice, nuts, etc.)

5. Which of these Methods/Processes do you use on the foods to prepare them for donation (SELECT ALL THAT APPLY):
 - Cooling
 - Cold Storage
 - Hot Holding
 - Labeling
 - Open food handling

6. Menu items that will be available for donation. (Fill in the chart below).

MENU ITEM	METHOD OF PREP AT FOOD SERVICE ESTABLISHMENT	SERVICE CONDITIONS	RECOVERY STEPS <i>Each must be described in attached documents</i>	EQUIPMENT & STORAGE <i>For TCS foods only</i>	TEMPERATURE AT DONATION
	<input type="checkbox"/> Commercial Pre-packaged <input type="checkbox"/> Made fresh at FSE	<input type="checkbox"/> Below 41°F <input type="checkbox"/> Above 135°F <input type="checkbox"/> Non-TCS* <input type="checkbox"/> TPHC Used**	<input type="checkbox"/> Cooling <input type="checkbox"/> Repackaging/Labeling <input type="checkbox"/> Freezing	<input type="checkbox"/> Freezer <input type="checkbox"/> Immediate Donation (Not stored onsite) <input type="checkbox"/> Commercial Refrigeration	<input type="checkbox"/> Frozen <input type="checkbox"/> Below 41°F <input type="checkbox"/> Above 135°F <input type="checkbox"/> Non-TCS*
	<input type="checkbox"/> Commercial Pre-packaged <input type="checkbox"/> Made fresh at FSE	<input type="checkbox"/> Below 41°F <input type="checkbox"/> Above 135°F <input type="checkbox"/> Non-TCS* <input type="checkbox"/> TPHC Used**	<input type="checkbox"/> Cooling <input type="checkbox"/> Repackaging/Labeling <input type="checkbox"/> Freezing	<input type="checkbox"/> Freezer <input type="checkbox"/> Immediate Donation (Not stored onsite) <input type="checkbox"/> Commercial Refrigeration	<input type="checkbox"/> Frozen <input type="checkbox"/> Below 41°F <input type="checkbox"/> Above 135°F <input type="checkbox"/> Non-TCS*
	<input type="checkbox"/> Commercial Pre-packaged <input type="checkbox"/> Made fresh at FSE	<input type="checkbox"/> Below 41°F <input type="checkbox"/> Above 135°F <input type="checkbox"/> Non-TCS* <input type="checkbox"/> TPHC Used**	<input type="checkbox"/> Cooling <input type="checkbox"/> Repackaging/Labeling <input type="checkbox"/> Freezing	<input type="checkbox"/> Freezer <input type="checkbox"/> Immediate Donation (Not stored onsite) <input type="checkbox"/> Commercial Refrigeration	<input type="checkbox"/> Frozen <input type="checkbox"/> Below 41°F <input type="checkbox"/> Above 135°F <input type="checkbox"/> Non-TCS*
	<input type="checkbox"/> Commercial Pre-packaged <input type="checkbox"/> Made fresh at FSE	<input type="checkbox"/> Below 41°F <input type="checkbox"/> Above 135°F <input type="checkbox"/> Non-TCS* <input type="checkbox"/> TPHC Used**	<input type="checkbox"/> Cooling <input type="checkbox"/> Repackaging/Labeling <input type="checkbox"/> Freezing	<input type="checkbox"/> Freezer <input type="checkbox"/> Immediate Donation (Not stored onsite) <input type="checkbox"/> Commercial Refrigeration	<input type="checkbox"/> Frozen <input type="checkbox"/> Below 41°F <input type="checkbox"/> Above 135°F <input type="checkbox"/> Non-TCS*
	<input type="checkbox"/> Commercial Pre-packaged <input type="checkbox"/> Made fresh at FSE	<input type="checkbox"/> Below 41°F <input type="checkbox"/> Above 135°F <input type="checkbox"/> Non-TCS* <input type="checkbox"/> TPHC Used**	<input type="checkbox"/> Cooling <input type="checkbox"/> Repackaging/Labeling <input type="checkbox"/> Freezing	<input type="checkbox"/> Freezer <input type="checkbox"/> Immediate Donation (Not stored onsite) <input type="checkbox"/> Commercial Refrigeration	<input type="checkbox"/> Frozen <input type="checkbox"/> Below 41°F <input type="checkbox"/> Above 135°F <input type="checkbox"/> Non-TCS*
	<input type="checkbox"/> Commercial Pre-packaged <input type="checkbox"/> Made fresh at FSE	<input type="checkbox"/> Below 41°F <input type="checkbox"/> Above 135°F <input type="checkbox"/> Non-TCS* <input type="checkbox"/> TPHC Used**	<input type="checkbox"/> Cooling <input type="checkbox"/> Repackaging/Labeling <input type="checkbox"/> Freezing	<input type="checkbox"/> Freezer <input type="checkbox"/> Immediate Donation (Not stored onsite) <input type="checkbox"/> Commercial Refrigeration	<input type="checkbox"/> Frozen <input type="checkbox"/> Below 41°F <input type="checkbox"/> Above 135°F <input type="checkbox"/> Non-TCS*
	<input type="checkbox"/> Commercial Pre-packaged <input type="checkbox"/> Made fresh at FSE	<input type="checkbox"/> Below 41°F <input type="checkbox"/> Above 135°F <input type="checkbox"/> Non-TCS* <input type="checkbox"/> TPHC Used**	<input type="checkbox"/> Cooling <input type="checkbox"/> Repackaging/Labeling <input type="checkbox"/> Freezing	<input type="checkbox"/> Freezer <input type="checkbox"/> Immediate Donation (Not stored onsite) <input type="checkbox"/> Commercial Refrigeration	<input type="checkbox"/> Frozen <input type="checkbox"/> Below 41°F <input type="checkbox"/> Above 135°F <input type="checkbox"/> Non-TCS*
	<input type="checkbox"/> Commercial Pre-packaged <input type="checkbox"/> Made fresh at FSE	<input type="checkbox"/> Below 41°F <input type="checkbox"/> Above 135°F <input type="checkbox"/> Non-TCS* <input type="checkbox"/> TPHC Used**	<input type="checkbox"/> Cooling <input type="checkbox"/> Repackaging/Labeling <input type="checkbox"/> Freezing	<input type="checkbox"/> Freezer <input type="checkbox"/> Immediate Donation (Not stored onsite) <input type="checkbox"/> Commercial Refrigeration	<input type="checkbox"/> Frozen <input type="checkbox"/> Below 41°F <input type="checkbox"/> Above 135°F <input type="checkbox"/> Non-TCS*

*TCS Foods – Time/Temperature Control for Safety Foods

**TPHC – Time as a Public Health Control *NOTE: TPHC requires that foods be discarded at the end of their holding time and may not be re-serviced. If you are holding foods under TPHC and wish to donate them, your process will need to be amended to ensure the foods are quickly cooled or reheated within a much shorter timeframe than what has been approved for TPHC.*