



Concern for Animals

FOOD BANK GUIDELINES 2012

ELIGIBILITY: Concern for Animals (CFA) Food Bank offers temporary assistance to pet owners experiencing economic hardship. Pet owners will receive an adequate food supply; however, the Food Bank is not to be used as a permanent source of pet food. All animals **must be spayed or neutered** unless they are feral, in which case efforts to trap the cat must be made, if possible. CFA may be able to lend a trap. To request food, pet owners must call the CFA office at 360-456-8176 and speak with the office manager before the deadline every Monday at 2:55 p.m. in order to pick up on that day. Pick up times are usually every Monday at 4:30 p.m. at Rickø Automotive, 3531 Pacific Avenue, Olympia (off Fones Road and behind Phylø Furniture). If a holiday falls on a Monday, the Food Bank will be open the following day. Only one (1) donation per household address is allowed. A picture ID such as a driverø license is required and recipients **cannot pick up donations for other people**. A designated caregiver may pick up food on behalf of a pet owner by supplying a signed authorization letter and copy of ownerø picture ID. Pet owners that are eligible for assistance may use the Food Bank **no more than six (6) times per year and only one time per month**. The recipient **cannot acquire more animals** while participating in this program. We reserve the right to refuse anyone under any circumstance. All recipient information is kept strictly confidential and not shared with any other organization.

DISTRIBUTION: CFA is providing a free service to the community so appreciates cooperation by requesting only the appropriate amount needed to adequately feed their own pet(s). A **one-month supply of food per pet will be distributed if available**. CFA accepts and distributes various brands of pet food, either purchased or donated by companies and individuals, therefore, by accepting food and/or services from our Food Bank program, the recipient, all household members, their friends and family agree not to hold CFA, its staff and volunteers legally liable in the unfortunate event the recipient's pet(s) becomes ill or the food upsets the pet's stomach. Recipients will be made aware of the potential risks involved with feeding their pet(s) a new food, since it's unlikely the pet food received is the recipient's usual brand(s). CFA will consider special requests for certain formulas or flavors of dog and cat food, but distribution is subject to availability at the Food Bank. Treats may also be given out and quantity is based on availability. The recipient must be able to pick up and carry their own food unless other assistance is provided that day, but not guaranteed by CFA. Other types of pet feed may be requested when calling. If funding or supply is available, CFA will to help with these requests.

QUANTITY: The amount of pet food a household receives depends on the number of pets, size or weight, and the amount of pet food available at the time of distribution. Moist can food will be given out when available and included in the total; with **no more than 12 cans per household**. The estimated amount of food distributed is based on a **one-month**

supply per pet, subject to change, based on availability and determined as follows:

DOG/PUPPY FOOD

<i>Small Dog</i>	Dry Food: 7-12 pounds Moist: 4 cans
<i>Medium Dog</i>	Dry Food: 15-18 pounds Moist: 4 cans
<i>Large Dog</i>	Dry Food: 28-40 pounds Moist: 4 cans

CAT FOOD

<i>Small, Medium, Large</i>	Dry Food: 4 pounds Moist: 4 cans
<i>Kitten</i>	Dry Food: 3 pounds Moist: 3 cans

CAT LITTER

1 sack per household

MISCELLANEOUS DISTRIBUTIONS: Inventory of bags and cans of cat food, bags and cans of dog food, treats, toys, leashes and cat litter are stocked at the Food Bank. One (1) toy per animal may be distributed, subject to availability. Items such as grooming tools, cat litter pans, collars, leashes, bedding and crates may be requested when calling CFA and subject to availability at time of pick up. The Food Bank may acquire and retain cat and dog kennels, brushes, nail trimmers and other miscellaneous items and distribute at the discretion of the organization.

EXCLUSIONS: CFA does not distribute toiletry items, grooming supplies, medications, flea and tick care, towels and large blanket items. These items will be donated to other local non-profit animal organizations.

PROHIBITED: The reselling of food or other donated items acquired from the CFA Food Bank is strictly prohibited including utilizing Food Bank supplies for other animals. Individuals found selling or using these donations for the purpose not intended for, will lose their privilege immediately and be permanently stricken from CFAø Food Bank list.

SIGNATURE:

I have read the Concern for Animals Food Bank Guidelines and promise to comply with its recommendations and regulations.

Print Name

Date

Signature

Thank you for caring enough about your pet to contact Concern for Animals. Our mission is "helping those who cannot help themselves." For more information, call (360) 456-8176 or visit www.concernforanimals.org.

CFA 2.14.2012