



~Bank Notes~

FOOD BANK OF EAST ALABAMA

August 2026



The Food Bank now offers shopping hours on Fridays between 8 am and 11 am. This is a great opportunity for agencies that distribute over the weekend and want to have the freshest produce to give out.



There is a new Facebook group created just for our partner agencies to keep you informed about updates, announcements, newly arrived product, and special events. It's a great way to "stay in the know"! Search for **FBEA Agency Partners-Together Against Hunger** and send a friend request to join.



Does your agency serve families with children 18 years old and younger? Have you signed your agency up to have access to the special TANF product available at the Food Bank? For more information, contact Suzanne Rowland by emailing srowland@foodbankofeastalabama.com or by calling 334-821-9006.



WAREHOUSE ETIQUETTE:

A Refresher for Everyone

Whether you have been partnering with us for 10 years or 10 weeks, the warehouse is a busy, fast-moving environment, and how we move through it together matters. The guidelines below are necessary to keep our space safe, our staff supported, and your visits as smooth as possible for everyone involved.

We appreciate your partnership more than we can say. Part of honoring that partnership is making sure every agency visit runs

smoothly for the people working hard on both sides of the dock door. Thank you for taking a few minutes to review these reminders and share them with anyone who picks up on your agency's behalf.

We are a donation center, not a retailer, and our inventory reflects what comes through our doors. We will always do our best to accommodate your needs, but please arrive with realistic expectations and flexibility.

THE WAREHOUSE

PARKING AND BAY DOORS

When you arrive, do not park in front of the roll-up door until you have been directed by staff to do so. If you park before being directed, you may be asked to move. Please use a standard parking space to check in. You will be directed to the roll-up door when it is your turn. Blocking a bay delays other agencies who may be scheduled before you.

CHECKING IN AT THE FRONT OFFICE

When you arrive at the Food Bank, please check in at the front desk and sign the "Agency Only" log-in form.

WAREHOUSE ACCESS AND SAFETY

Agencies should enter the main warehouse when directed by warehouse staff. Shoppers are welcome to shop in the Market Place area. Agency partners and visitors are not allowed to move freely throughout the warehouse at any time.

For safety reasons, children under 13 are not allowed inside the warehouse or loading area. They must remain either in the vehicle or in the designated agency waiting area at all times.

Per food safety guidelines, we ask that agency shoppers do not bring food and drinks into the Market Place shopping area. Refreshments should be left in the vehicles or consumed outside of the warehouse.

WAREHOUSE ETIQUETTE.....CONTINUED

LOADING YOUR VEHICLE

We have an incredible warehouse team that always goes that extra distance for our agencies. While your vehicle is being loaded, please stay around the immediate area of your vehicle.

Because this is an active warehouse environment, open-toe shoes pose a safety risk. Agency shoppers should wear appropriate footwear for safety.

PROPERTY DAMAGES

If any damage occurs during the loading of your vehicle, please do not leave the premises until the incident has been documented by the Warehouse Manager. Documentation helps us accurately assess what happened and determine next steps. We are not responsible for minor scratches or wear that occur during normal loading and unloading. If you are not comfortable using your personal vehicle for pickups, please speak with your organization's director about alternative transportation options.



VEHICLE REQUIREMENTS

All vehicles used to transport food must be clean and free of debris, trash, chemicals, pet contamination, and non-food items. This is a food safety requirement.

Your vehicle must also be able to safely handle the amount and weight of the food you intend to pick up. We are not responsible for damage caused by exceeding your vehicle's capacity. Please check your owner's manual for weight limits.

ORDERS, INVOICES, AND COMPLIANCE



SHARED MAINTENANCE FEES

Our standard shared maintenance fee is \$0.18 per pound for all donated and donation-adjacent products, including case count items, banana boxes, and USDA/TEFAP. Some specialty items—such as VAP program products typically offered to backpack programs—may have a higher cost. These items are convenience products purchased directly by the Food Bank to help agencies access them easily without need to source them elsewhere.

REVIEWING AND SIGNING YOUR ORDER

Please review your order before you sign for it. Take a moment to compare what is pulled for your agency to the order invoice form. If you notice an issue after leaving, contact us by the end of the week of your pickup. Shoppers must sign the agency order at pickup. This signature confirms that you have reviewed the order and agree that it reflects what was requested.

COMPLIANCE REQUIREMENTS

All policies and procedures exist to keep the Food Bank in compliance with Feeding America, donors, and the USDA.

AUGUST

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7 	8
9	10	11	12	13	14	15
16	17	18 Agency Shopper Orientation @ 8:45 am	19	20	21	22
23	24	25	26	27	28	29
30	31 [CLOSED] For inventory					



**Cool summer
savings for our
agencies!**

June 2026

Number of Agencies Shopping:	100
Pounds Distributed:	471,965
Retail Value per FA (\$1.90 per lb.):	\$896,734
Food Bank SMF:	\$28,511
Savings to FBEA Agencies:	\$868,222



Civil Rights Assurance

In accordance with Federal law and U.S. Department of Agriculture policy, no person shall, the basis of race, color, national origin, sex, age, or disability, be excluded from participation in or be denied, or otherwise subject to discrimination under this program.