



CITY HARVEST FOOD DRIVE GUIDE



About City Harvest

City Harvest tackles two big issues: food waste and food poverty. City Harvest is a sustainable solution to surplus for the food industry, diverting quality food from waste and redistributing it to those facing food poverty across London. By rescuing food from across the food industry and delivering it, for free, to 375+ community partners including school programmes, food banks, soup kitchens and refuges, we support people unable to afford or access food.

Why we need your help

Unfortunately, household bills are still on the rise and whilst inflation is coming down slowly, food costs are still too high for many people. 1 in 4 households with children currently face food poverty. Hosting a food collection in your workplace, school or community centre is a brilliant way for everyone to get involved and help make a difference in our local communities. We're always grateful for collections of long shelf-life store cupboard ingredients as they're often a vital part of helping to make a complete, nutritious and well-balanced meal for so many of our community partners.

How to host a food drive for us

We want to make organising a food collection for us as simple as possible: just contact us via email at food@cityharvest.org.uk, give us a call on 0207 041 8491, or fill out the form at cityharvest.org.uk/food to let us know you'd like to participate!

- Let us know the dates you want to hold your collection (start and end dates). This is totally up to you and your organisation and can be anything from one day, to a week, to a whole month or longer.
- Decide on where your collection point will be: we recommend a high footfall area such as a reception area or staff canteen, and set up a table with some boxes so people know where to donate their food.
- Once we have the details of your food drive, we'll provide you with materials to help advertise the event.
- After we've collected your donations, we'll send you an impact report showing how much you've donated and how many meals you will have provided to those in need.

What foods to collect:

- The ideal types of food to collect are long-life, cupboard staples: packets of rice, pasta, grains, pulses; tins of meat, fish, beans and soup; jars of sauces and condiments; as well as long-life milk, fruit juice and squash.
- Food must be unopened and in its original packaging. We can take products with damaged packaging as long as the food itself is not exposed.
- Food must have labels (in English) with ingredients, allergens and a best-before/use-by date.
- We cannot take food past its use-by date however, we can take most pantry items past their best-before date. However, the longer the shelf life, the better!
- We cannot accept any alcohol.

Collections & Deliveries

- We can collect within London for a minimum amount of three boxes worth (Click [here](#) for box size reference). Outside London, we can collect for a minimum of 1 pallet (25 boxes).
- For collections, we need to know the date you'd like us to collect, your address, hours of operation, onsite contact, and any access/parking details.

*If your total donations are below our collection minimum, please contact us to let us know when you'll be delivering, or if you need help arranging delivery. If you're delivering the donations yourself and would like a quick tour of our warehouse, we'd be delighted to show you around!

We're open Monday to Friday 7am-7pm, and Saturdays 8am-3pm. Our delivery address is **Unit 8, Acton Park Industrial Estate, London, W3 7YG.**