




PANTRY CONDIMENT KIT
FOOD DRIVE AND PACKING PARTY
GUIDELINES, CHECKLIST, AND PRINTABLES



CONTENTS

- **GUIDELINES AND CHECK LIST**
- **PRINTABLES**
- **NEIGHBORS HELPING NEIGHBORS AND ABOUT THE COMMUNITY FOODBANK OF NEW JERSEY**

 908-485-4462

 events@cfbnj.org

PANTRY CONDIMENT KIT



So many of our neighbors are seeing their grocery bills grow while their household budgets shrink. Our community partners are serving more people than they were at the height of the pandemic. Far too many people in New Jersey live at the edge of poverty and hunger and are unable to afford their basic needs.

ITEMS NEEDED FOR EACH PANTRY CONDIMENT KIT*

**Important Note: NO GLASS. All items must be shelf-stable, new and in original packaging and must contain nutrition facts.*



1 BOTTLE OF
SALAD DRESSING



1 BOTTLE OF
KETCHUP



1 BOTTLE OF
MUSTARD



1 BOTTLE OF
HOT SAUCE



1 BOTTLE OF
MAYONNAISE

GUIDELINES AND CHECK LIST

- 1. Set Your Event Date(s) and Location(s)
- 2. Register Your Event and/or Set Up an Adjacent Virtual Fundraiser at cfbnj.org/fundraise
- 3. Spread the Word and Promote Your Event
- 4. Purchase or Start Collecting Items Needed and Funds
- 5. Contact events@cfbnj.org for Donation Drop-off Information

For more information, contact events@cfbnj.org.

PANTRY CONDIMENT KIT

EVENT SETUP INSTRUCTIONS AND RECOMMENDATIONS



LENGTH OF PACKING EVENT: ONE HOUR

NUMBER OF PARTICIPANTS: 15 PER ASSEMBLY LINE

GOAL: 15 KITS PER VOLUNTEER

PRE-EVENT PREPARATION

- Purchase* or collect all items needed for the **Pantry Condiment Kit**, including the special kit carrier (two gallon Ziploc bag, grocery bag, or a type of carrier which can be sealed or tied), and boxes to store packed **Pantry Condiment Kits** for donation
- Event location with counter space for assembly line(s)

PARTICIPANT ASSIGNMENTS

- Identify three participants as event working staff per assembly line to
 - Assist with event setup
 - Replenish items at the assembly line as needed
 - Box all the packed **Pantry Condiment Kits** at the end of the line for donation after the packing activity
- Divide the rest of the participants equally into teams for **Pantry Condiment Kit** packing at each assembly line

INSTRUCTIONS FOR SETUP

- If you have multiple assembly lines, divide all purchased/collected items equally
- Each assembly line should have the items placed in the suggested order below (start from heavier and bigger items then to lighter and smaller items)
 1. Salad Dressing
 2. Ketchup
 3. Mustard
 4. Hot Sauce
 5. Mayonnaise
- Create a couple of completed kits for display at the beginning of the assembly line next to the "CREATE **PANTRY CONDIMENT KIT** HERE" signage.

**Important Note: The event organizer shall be responsible for item purchase.*

For more information, contact events@cfbnj.org.

CREATE PANTRY CONDIMENT KIT HERE

1. Take one bag

2. Add the following items to the bag in order:

- One [1] Bottle of Salad Dressing
- One [1] Bottle of Ketchup
- One [1] Bottle of Mustard
- One [1] Bottle of Hot Sauce
- One [1] Bottle of Mayonnaise

3. Seal and return the completed kit to the event working staff at the end of the assembly line

4. Head back to the beginning of the line and continue packing!

Please proceed swiftly through the line so all guests have the opportunity to experience volunteering. Thank you for your cooperation and support!



NEEDED ITEMS

Pantry Condiment Kit

Food Drive

EVENT DATES: _____



1 BOTTLE OF
SALAD DRESSING



1 BOTTLE OF
KETCHUP



1 BOTTLE OF
MUSTARD

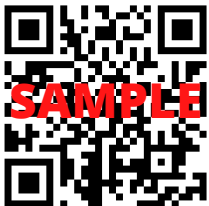


1 BOTTLE OF
HOT SAUCE



1 BOTTLE OF
MAYONNAISE

**Important Note: NO GLASS. All items must be shelf-stable, new and in original packaging and must contain nutrition facts.*



MONETARY DONATIONS ALSO ACCEPTED.

SAMPLE SCAN TO DONATE.
\$1 = 3 MEALS.



**NEIGHBORS
HELPING
NEIGHBORS**

Pantry Condiment Kit Food Drive

DROP OFF HERE

Thank you for providing food, help, and hope
to our neighbors in need!





NEIGHBORS HELPING NEIGHBORS

The power of coming together. **Neighbors Helping Neighbors** is CFBNJ's community-based effort to help spread awareness about food insecurity and raise funds to provide food, help and hope for our neighbors in need. Bring your family, friends, neighbors, and coworkers together for the cause. Join us.

ABOUT THE COMMUNITY FOODBANK OF NEW JERSEY

The Community FoodBank of New Jersey (CFBNJ), a member of Feeding America® and the state's largest anti-hunger organization, has been delivering food, help, and hope across the Garden State for nearly 50 years. Last year, CFBNJ provided nutritious food for over 90 million meals through its network of more than 800 community partners, including food pantries, soup kitchens, shelters, child and senior nutrition programs, and more, serving 11 New Jersey counties directly and four in partnership with affiliate food banks. It also addresses the root causes of food insecurity with supportive services like nutrition education, job training, SNAP outreach, and hygiene product distribution. By delivering neighbor-centered solutions and collaborating with all sectors of society, CFBNJ believes that food insecurity is a solvable problem.