



**AGENCY ORDER FORM**

For assistance in ordering, call (804) 521-2500 or fax (804) 521-2501 or (804) 521-3289

Agency Name:		Agency Number:
City of Dropsite:	Date:	Request Date for Warehouse Pick-up:
Time:	Scheduled Time:	

Using the categories listed below, enter the approximate pounds, cases or units of product your agency wishes to withdraw from CVFB warehouse inventory. All attempts will be made to fill your requests; however, it will not be possible to name specific brands, items etc. CVFB personnel will assign appropriate CVFB numbers. **COST: \$.15 per pound** is the CVFB average shared maintenance fee. **Any changes from that cost will be noted on your order form and invoice. THANK YOU!**

QUANTITY <i>Pounds, Units, Cases, Etc.</i>	CVFB PRODUCT NUMBER	PRODUCT DESCRIPTION	COST	CVFB USE <i>Quantity shipped</i>
		<i>Salvage in cans, vegetables, soups, sauces, etc.</i>	<b>\$.15 LB</b>	
		<i>Salvage - dry, pasta grains, entrees, etc.</i>	<b>\$.15 LB</b>	
		<i>Salvage - nonfood, paper, health &amp; beauty, cleaning supplies, laundry detergent, diapers, etc.</i>	<b>\$.15 LB</b>	
		<i>Bread, cakes, pastries, etc.</i>	<b>\$.15 LB</b>	
		<i>Beverages, all fruit drinks</i>	<b>\$.15 LB</b>	
		<i>Beverages, all non-fruit drinks</i>	<b>\$.15 LB</b>	
		<i>Beverages, water</i>	<b>\$.15 LB</b>	
		<i>Cereals</i>	<b>\$.15 LB</b>	
		<i>Frozen meats, beef, pork, fish, chicken, lamb; mixed boxes</i>	<b>\$.15 LB</b>	
		<i>Frozen entrees, dinners, meats, deserts, vegetables, pot pies, etc.</i>	<b>\$.15 LB</b>	
		<i>Crackers, assorted by case</i>	<b>\$.15 LB</b>	
		<i>Cookies, assorted by case</i>	<b>\$.15 LB</b>	
		<i>Snack foods, candy, etc.</i>	<b>\$.15 LB</b>	

**U S D A COMMODITIES**

		<i>Prepacked, USDA boxes</i>	<b>FREE</b>	
		<i>Other USDA commodities (meats, etc.)</i>	<b>FREE</b>	
		<i>Other USDA commodities</i>	<b>FREE</b>	

Order Placed by:	Confirmed Delivery:	Central Virginia Foodbank 1415 Rhoadmiller St. Richmond, VA 23220
	Date:	
	Time:	
	Int:	
Phone:		
Pull By:	Date	

CVFB FORM 14

