

## **2024 Stamp Out Hunger Packet**

**Station: Norland**

**NALC Food Drive Coordinator: Jonathan Anderson/  
Horace Atkins**

**Contact: Work 305-651-8594**

**Cell 754-423-8480**

**Location: 18640 NW 2 Ave  
Miami 33169**

**Agency(s) Authorized to Receive Donations:**

**Miami Dade Foster & Adoptive Parent Assoc.**

**Contact Person: Shamele Jenkins  
305-469-1157**



### **Guidelines for Agencies Participating in 2024 NALC Food Drive**

- **You are responsible for ensuring your agency will have the capability of picking up all the food on May 11<sup>th</sup>**

- Letter carriers generally get back from the street between 3 and 6pm on Saturdays. This will be when the food is arriving at the post office for you to sort and box.
- You must have at least one 24 or 26' box truck to use. If you have been told you will need two trucks for your location, make sure to have the extra truck there.
- You will need to acquire boxes or containers to put the collected food on the trucks in. Don't rely on using Postal equipment.
- You need to have 10-15 volunteers from your organization to help at the Post Office on the day of the food drive. You should not have young children.
- The volunteers will not have access to the inside of the building so make sure you have water and supplies.
- If you are sharing with another organization, please cooperate with each other for fair distribution of the donations.
- Contact the Food Drive Coordinator as soon as you receive this to make arrangements with the local post office. (What time to arrive? Where to park the truck? etc.) See if you can come some morning to talk with carriers about what you do in your organization and who the food will help.
- Help promote the food drive in the zip code you will be receiving the donated food.
- Make arrangements with the Post Office to pick up food that trickles in during the week after the food drive.
- Provide through phone or email, Frank Ramirez with the weight of the food you received on Saturday and any follow up amounts. If you do not have a scale, provide a good estimate. Ramirez@nalc1071.org or 305-576-0464
- On May 11<sup>th</sup>, I can be reached after 2pm at South Florida Letter Carriers Office at one of these numbers:
 

305-576-0464	954-525-1071
561-272-0059	561-737-9834
- We look forward to working directly with you this year towards a successful food drive.