



**PARTNER CONTRACT**

As a Partner of the Food Bank Coalition of San Luis Obispo County we agree to and will comply with the following criteria:

1. Supply the Food Bank Coalition a copy of 501(c)(3) tax exempt status with the Internal Revenue Service prior to this agreement being effective.
2. Will not sell, transfer, barter or offer for sale the items supplied by the Food Bank in exchange for money, property or services, or otherwise allow the items to re-enter commercial channels.
3. Serve low-income persons that reside or need assistance in San Luis Obispo County.
4. Remain in compliance with all regulations in order to maintain active status with the Food Bank.
5. Serve food directly to our clients and not through third parties.
6. Ensure that all kitchens used to prepare or store food are well-maintained and clean as described in the Food Bank Partner Policy & Procedure Handbook.
7. Abide by all guidelines for operating communal food distribution sites and programs as described in the Food Bank Partner Policy & Procedure Handbook.
8. If the State and/or City require a license for us as a food service agency, we will furnish a copy of the appropriate license to the Food Bank.
9. Provide transportation to pick up food at the Food Bank Warehouse or Mobile Market.
10. Allow site visits by a Food Bank representative as necessary.
11. Accept Shared Maintenance fees for food and non-food items as determined by the Food Bank.
12. Maintain a file of all Food Bank receipts for two years.
13. Submit quarterly reports outlining the number and ages of program participants.
14. Will not discriminate on the basis of race, creed, national origin, religious affiliations, sex, sexual preference, age or disability.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Food Bank Staff Signature

\_\_\_\_\_  
Date

**TOGETHER WE BUILD A HEALTHIER COMMUNITY**