

# How to prepare safe food donations

Use this handy guide to safely donate food so you can save money, reduce food waste, and help your community

**1 Identify foods you can donate:** As a licensed food establishment, you can donate food that has not been served including any raw, processed, or prepared food, ice, beverage, or ingredient used or intended for use, in whole or in part for human consumption, with the condition that the items be wholesome.

**2 \*Ensure food is kept safe:** Donated TCS (time/temperature control for safety) foods must meet the following temperature requirements and adhere to all food and health code requirements.



**3 Labeling requirements:** Donated commercially prepackaged food labels must show the name of the item or food, manufacturer information, list of ingredients, and use-by date (if included). Must contain the statement: "Donated Food-Not for Resale." Donated prepared food must be labeled with the name of the food, the food donor, address where food was prepared, and the preparation date.

**4 Contact an organization to take your food:** Second Harvest Heartland's MealConnect, [www.2harvest.org/who--how-we-help/services-and-programs/services/mealconnect.html](http://www.2harvest.org/who--how-we-help/services-and-programs/services/mealconnect.html), 612-618-8145 or visit [hennepin.us/businessorganics](http://hennepin.us/businessorganics)

**5** Can't donate? If food cannot be donated, consider giving food scraps to a local farmer for animals or send to a compost program.



*Quick tip: Talk to your staff and co-workers about donating food and let them know that you support safe food donation*

For more information and guidance  
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*\*Any food that is not at the proper temperature or compromised at any time must be discarded*