



BRINGING THE COMMUNITY TOGETHER TO END HOMELESSNESS

Bag Lunch Guidelines

Address and delivery instructions are on the second attachment you received in your automatic email!

Important Information Before Starting

- Please place the 70 sandwiches in their own separate box (this ensures the sandwiches don't get smashed!)
- Provide snack bags separately
- Drop off water bottles in their original packaging (e.g., please do not separate and place with sandwiches or snacks to prevent items from being smashed)
- Please provide napkin/paper towel if possible

Sandwich Guidelines

- Use turkey, roast beef, bologna, chicken salad, or PB&J; for meat sandwiches, please include cheese **ON THE SIDE** if your budget allows (place the cheese in a separate bag or purchase the individually wrapped cheeses)
- Use either white or soft whole wheat sandwich bread, no heels please
- No mayonnaise or mustard on the sandwiches; individual packets of condiments are very much appreciated
- It is not necessary to add lettuce or tomato
- Wrap sandwiches in individual baggies; please feel free to use the least-expensive sandwich bags
- Please keep perishable sandwiches refrigerated prior to drop off

Snack Guidelines – please provide at least 2 items from this list

- Fresh fruit (i.e.- apples, pears, bananas, oranges)
- Crackers, granola, trail mix, beef jerky or slim jim, peanut butter crackers
- Dessert (i.e.- cookies, individual cakes, muffins)

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PO Box 36471, Charlotte, NC 28236
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We are excited that Urban Ministry Center and Men's Shelter of Charlotte have officially merged. You will continue to see our identities separate or co-branded until a final identity for our new organization is rolled out early 2020.