



**KIT COUNT SHEET**

All Food banks must report the amount of kit items and milk left after each food bank via:

- Email [agencyfood@winnipegharvest.org](mailto:agencyfood@winnipegharvest.org)
- Phone (204)982-3663 Ext. 433
- Fax (204)775-4180 (Attention: Greg Schroeder, Agency Food Relations Associate)

Food Bank: \_\_\_\_\_ Date of Food Bank: \_\_\_\_\_

Please submit at least 48 hours prior to your next run date:

Day of the week:  Monday  Tuesday  Wednesday

Thursday  Friday  Saturday

Items left over (by units):

Carbohydrates: \_\_\_\_\_

Protein: \_\_\_\_\_

Soup: \_\_\_\_\_

Fruit or Vegetable: \_\_\_\_\_

Milk: \_\_\_\_\_

Milk returned to Harvest: \_\_\_\_\_

Formula: \_\_\_\_\_

Number of registered clients who received kit items today: \_\_\_\_\_

***Walk-ins are not to receive kits.*** They may receive any of the perishable food left over after the registered clients are finished. Please encourage them to make a food bank appointment with Winnipeg Harvest by calling the Food Line at (204)982-3660 or email [appointments@winnipegharvest.org](mailto:appointments@winnipegharvest.org)

Number of walk-ins: \_\_\_\_\_

If you have any questions about this form, please call the Agencies Office at (204)982.3663 Ext. 433 and speak with an Agency Team Member.

Thank you for your cooperation and helping make Manitoba Hunger Free.

**Winnipeg Harvest Team**