



## DEPOT RULES & CONDITIONS:

1. Produce is purchased in bulk, but only enough for total boxes ordered. We strive for the best and freshest produce. Please inform us of any spoiled produce, bring back spoiled produce to our warehouse within 2 days of Depot delivery and we will replace it for you.
2. Minimum Depot delivery is 5 boxes, less than 5 boxes must be picked up from our warehouse. All orders must be in by Tuesday's designated date for your area. Orders can be added too or revised up until Tuesday's day end. **ANY ORDERS** submitted after Tuesday's day end **WILL NOT BE PROCESSED**.
3. **ASSISTANCE IS REQUIRED AT ALL DEPOTS.** It is the responsibility of the Depot to collect all orders and money for the Good Food Boxes. Money must be ready and counted before we arrive. Depots must have all moneys ready to hand over to the driver when the boxes are delivered. **NO PERSONAL CHEQUES, WE ARE CASH ONLY BASIS.** The only exception is we will accept a (one) cheque from the Depot or organization running the Depot. All orders must be paid for in advance before placing your order.
4. Accurate information is critical for us to complete orders as quickly as possible. Please provide reachable numbers. Update all contact and delivery info ASAP when needed. If we cannot contact you, your order will be held at our warehouse for up to 3 days and must be picked up.
5. Please be patient with us, it is difficult to estimate delivery times. Delivery times may vary due to volume and number of Depots ordering or variables beyond our control. However, the drivers can give 20 minutes advance notice by way of a phone call before leaving a Depot.

**Thank you for being a volunteer outreach in your community!**