

Nov 2022 – March 2023 Delivery Schedule



Route 16

Cheyenne

Driver: LaKreshia

Departure: 6:30 A.M.

Order Due Date <i>Orders must be submitted by 3 P.M.</i>	Delivery Date
Monday, January 16 th	Friday, January 20 th
Monday, February 13 th	Friday, February 17 th
Monday, March 13 th	Friday, March 17 th

Please Note:

- We recommend placing an order no more than 7 days in advance of delivery date
- Partners may place only one order per delivery
- Orders placed after due date and time cannot be processed in time for delivery
- There is a \$0.04 per pound delivery fee per agency – Capped at \$100
- Product refused at time of delivery is subject to a \$50 restocking fee
- Please have personnel on site to receive deliveries
- Please have street access and foot path cleared before time of delivery

Agency ID	Agency Name	Delivery Window
<i>Cheyenne</i>		
A1039	St Joseph's Church	10:00 a.m. (+/- 1 hour)

Important Notices:

Holiday Closure Notice – Our office will be closed on these upcoming dates for holiday observances.

*Thanksgiving – November 24th – 25th
New Year's Day (observed) - January 2nd*

Christmas (observed) – December 26th

Please contact us if you need assistance with shopper updates, ordering, or any other questions:

Phone: **307-265-2172**

Email: helpdesk@wyomingfoodbank.org

Updated 11/1/2022