

Nov 2022 – March 2023 Delivery Schedule



Route 25

Gillette

Driver: James

Departure: 6:30 A.M.

Order Due Date <i>Orders must be submitted by 3 P.M.</i>	Delivery Date
Tuesday, December 20 th (<i>adjusted for Christmas</i>)	Tuesday, December 27 th
Wednesday, January 18 th	Tuesday, January 24 th
Wednesday, February 22 nd	Tuesday, February 28 th
Wednesday, March 22 nd	Tuesday, March 28 th

Please Note:

- We recommend placing an order no more than 4 days prior to the order deadline
- 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 and verify deliveries
- Please have street access and foot path cleared before time of delivery

Agency ID	Agency Name	Delivery Window
<i>Gillette</i>		
A2744	Salvation Army Service Extension Gillette	9:00 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

Christmas (observed) – December 26th

New Year's Day (observed) - January 2nd

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