

# Nov 2022 – March 2023 Delivery Schedule



## Route 7A

Wright - Gillette

Driver: Jens

Departure: 5 A.M.

Order Due Date <i>Orders must be submitted by 3 P.M.</i>	Delivery Date
Wednesday, January 4 <sup>th</sup>	Tuesday, January 10 <sup>th</sup>
Wednesday, February 8 <sup>th</sup>	Tuesday, February 14 <sup>th</sup>
Wednesday, March 8 <sup>th</sup>	Tuesday, March 14 <sup>th</sup>

### 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>Wright</i>		
A1061	Wright Community Assistance + TEFAP	7:00 a.m. (+/- 1 hour)
<i>Gillette</i> * Drop Site: 114 4J Road, Gillette		
A1225	Youth Emergency Services *	9:00 a.m. (+/- 1 hour)
A0839	VOA Booth Hall *	9:00 a.m. (+/- 1 hour)
A0415	Gillette Abuse Refuge Foundation *	9:00 a.m. (+/- 1 hour)
A1043	Council of Community Services * + TEFAP	9:00 a.m. (+/- 1 hour)
A2910	Celebrate Recovery Gillette *	9:00 a.m. (+/- 1 hour)
A2577	Campbell County Eat, Read, Grow	11:00 a.m. (+/- 1 hour)

### Important Notices:

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

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

*Christmas (observed) – December 26<sup>th</sup>*

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

Phone: 307-265-2172

Email: [helpdesk@wyomingfoodbank.org](mailto:helpdesk@wyomingfoodbank.org)

Updated 11/1/2022