

ATTENTION:

IMPORTANT INFORMATION ON SEPTEMBER FOOD BANK CLOSURES

Central Texas Food Bank Partner Agencies,

The Food Bank will be closed for **Labor Day** and **Year-End Inventory** in September. There will be no pick ups, deliveries, or shop-fors on these day. **Please plan accordingly for your pantry needs.**

Monday, September 7 (Labor Day)

This closure will affect the ordering deadlines for agencies who wish to pick up or receive delivery on **Tuesday, September 8 and Wednesday, September 9**. Below are the ordering windows for these specific days:

If you are picking up or receiving delivery on:	Your ordering window opens on:	At:	Your order is due on:	At:
Tuesday, September 8	Wednesday, September 2	10:00 a.m.	Thursday, September 3	9:00 a.m.
Wednesday, September 9	Thursday, September 3	10:00 a.m.	Friday, September 4	9:00 a.m.

Monday, September 28 – Wednesday, September 30 (Year-end inventory)

- **Agency Express will close at 9am on Wednesday, Sept 23 and will re-open at 12 pm Monday, Sept 28**
- **If you pick up at CTFB or a regional delivery drop site on Thursday, Oct 1, please order by 9am on Tuesday, Sept 29**
- **Regular ordering schedule resumes at 10 am on Tuesday, Sept 29**

If you normally pick up or receive deliveries on this day, either order extra food the week prior or contact Michelle White, Supply Chain Coordinator, at (512) 684-2150 or mwhite@centraltexasfoodbank.org, to schedule an alternate pickup day at the Food Bank. Pickup dates and times are subject to availability.

Regional deliveries will not be rescheduled, but agencies who usually receive deliveries may schedule a pick up at the Food Bank or on another delivery, if possible.

QUESTIONS?

If you still have questions about this update, contact your Agency Relations Team at agencies@centraltexasfoodbank.org or (512) 684-2503.

