



2nd Annual Statewide *Legal Food Frenzy*

RULES

The following explains the rules for counting non-perishable food and case contributions to the Legal Food Frenzy for the Southwestern Virginia Second Harvest Food Bank

- The contest runs from March 31 – April 11, 2008. You may not count any money or food collected after April 11th.
- Each dollar contributed will count as four pounds of food.
- Checks should be made payable to: SWVA Second Harvest Food Bank.
- Contributions of money are tax-deductible and are very welcome. Please note, if you are contributing cash, please include a receipt with the contributors name, address and amount of donation.
You may donate online by going to , <https://co.clickandpledge.com/default.aspx?wid=18618> When entering your gift, you **must** include the law firm name.
- Food items will be weighed and the results tabulated in pounds.
- Candy will not be counted.
- When counting the number of employees, count each person working at the firm, regardless of position.
- Please do not contribute food items in glass containers – they have a high risk of breakage.
- Please do not open items that are already packed in cases, cartons, or boxes. This will make it easier for the Food Bank to pick up.
- It is very important that you tell the Food Bank the approximate amount of food you have collected in order for our transportation department to prepare properly.
- If you firm only has a monetary contribution, this needs to be communicated at the time your pick-up date is assigned so the Foodbank is aware of what form of vehicle to send to your firm.
- ***If a firm delivers all food and monetary contributions to the Southwestern Virginia Second Harvest Food Bank at 1025 Electric Road, Salem, VA 24153 - your firm will receive a 25% bonus of tabulated pounds!***
- Capital Campaign gifts will not be counted towards two week competition.
- Law firms with multiple office locations will compete as a single entity for Attorney General awards.

Please fill out the Information Form and FAX back to the Food Bank on April 11th at (540) 527-1694 (attention Emily Minter)

THANK YOU AND GOOD LUCK!