

# PARTNER PRESS

JULY 2025

Happy  
INDEPENDENCE  
Day!

## SUMMER HOURS

Summer Hours for pick-ups and deliveries will be 7:30 AM to 2:00 PM ending Friday, August 29th

The Food Bank will close at **2 PM on Fridays** until Labor Day

## CLOSED

FRI, JULY 4<sup>TH</sup> IN OBSERVANCE OF INDEPENDENCE DAY

## NO PICK-UP

WED, JULY 16<sup>TH</sup> 8AM-1PM  
THUR, JULY 17<sup>TH</sup> 8AM-10AM

## NO PICK-UP OR DELIVERY

THUR, JULY 31<sup>ST</sup>- INVENTORY

## FISCAL YEAR FILING

### You should file away or archive:

- Past Sign-in List 24-25
- Client Applications 24-25
- Temperature Logs
- Income Guidelines 24-25
- Pest control invoice

### What not to file away:

- USDA Agreement
- Distribution Rates
- Food Bank Invoices
- Site Reviews
- Current Applications 25-26
- Current Income Guidelines

## REMINDER

If you are missing any monthly reports, please send them in **no later than July 7th.**

We are closing our fiscal year at the Food Bank and need them as soon as possible.

**FOOD BANK**  
NORTHEAST LOUISIANA

PARTNER  
FOOD BANK OF  
**FEEDING  
AMERICA**