

## Pack 61 Cupboard of Kindness delivery steps



The boxes or bags to be delivered are generally prepared on Thursday or Friday before the delivery day. They are left on the floor (or lower shelf) near the office in the pantry area.

The key fits both the outer door to the office and the inner door to the pantry area. The list of recipients should be on the desk in the office. (sometimes it is with the prepared bags themselves) There are generally 14-15 recipients on the list. Most are in the senior housing across from Hess Gas station, one may be on Noyes Street and one at the trailer park next to Cumberland Farms.

Check the number of bags with the number of names on the delivery list.

The deliveries can be made anytime Saturday.

If a recipient is not home, just leave the bag near the doorway, but not blocking the door.

Return the key to Walter Eykel at 137 Pine Street after the deliveries are complete. If there are any problems call me. 508-962-9368.

