



UTAH FOOD BANK

Safe Food Donation and General Consumption Guidelines

Code Dating Terms

Use of Good Judgment: The following guidelines briefly describe safe practices for the handling, storage and consumption of donated foods that may be close-to-code. Although based on research, these guidelines are only recommendations, not hard fast rules.

The purchase, donation, storage and consumption of all food should be done thoughtfully, carefully and according to manufacturer’s recommendations. **Please obtain, in writing from the manufacture, as much information possible about the donated product, including any exceptions to the following guidelines.**

Any signs of damage or deterioration supersede any and all of these guidelines. Remember; Use good judgment. If in doubt, throw it out. Discarding unsafe or suspect food is not waste; it is helping to protect human health and human lives.

Shelf Life	<p>The length of time a product can be kept for use before quality considerations make it necessary or desirable to discard it.</p> <p>The determination of a products maximum shelf life is based upon the unopened condition and proper storage of that product. Any other storage condition, ones not meeting the strict recommendations of the product will reduce the shelf life and possible safety of that product.</p>
Code Dating	<p>Packaging numbers printed by the manufacturer. Coded information on products may include date of packaging, plant location, lot number etc. There are no uniform or universal standards for code dating. Each manufacturer can use a different standard. (Some products may need to be thrown away after the date on the package; other products may be good for many years past the printed code date). For more product specific information, contact the manufacturer of the product.</p>
Best-By Date/ Use-By-Date	<p>The date beyond which the manufacturer does not guarantee acceptable quality and/or aesthetic standards; i.e., color changes, ingredient separation, etc., may begin to occur after this point in the life of product. Shelf-stable products having a shelf life of more than six months often have this type of dating.</p> <p>Even after these dates expire, a product should be safe, wholesome and of good quality if properly stored and maintained.</p>
Sell-By-Date/ Pull-By-Date	<p>The last date a product should be offered for sale allowing time for home use under proper storage conditions. The product should be purchased before this date expires. Generally used for perishable products such as meats, dairy, refrigerated juices, and fresh baked goods.</p>
Expiration/ Expiration Date	<p>The time beyond the Best-By, Use-By or Sell-by Date that generally describes when that product is no longer safe for human consumption. The term is also commonly used to describe Best-By, Use-By or Sell-by Date</p> <p>Under many circumstances, food that has passed the Best-By, Use-By or Sell-by-Date has not expired and can still be safe, wholesome and of good quality if properly stored and maintained. In some food manufacturing practices, the Expiration Date is used to express the last or final date a product should be used. Anything after this date should be thrown out as product can no longer be guaranteed safe for human consumption. An example of this may typically be seen with baby food.</p>



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Donation and General Consumption Guidelines

Dairy

Product	Acceptable Packaging and Storage Conditions	Acceptable Donations Guidelines	General Consumption Safety Guidelines	Non-Acceptable Items (Donation or Consumption)
Milk (Fluid Dairy)	<ul style="list-style-type: none"> Original commercial, food-grade packaging. Chilled at or below 40°F. Can be Frozen 	Retail and Manufacturer: May be accepted no more than 24 hours past best-by/sell by date depending on the condition.	Past Sell-by-Date <ul style="list-style-type: none"> Half & Half – 3 days Whipping Cream – 3 days Eggnog – 5 days Whole Milk – 5 days 2% Milk – 6 days 1% Milk – 7 days Skim Milk – 10 days May be frozen 	<ul style="list-style-type: none"> Past final expiration Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. Mold, odor or discoloration Home produced and bottled
Yogurt, Sour Cream and Cottage Cheese	<ul style="list-style-type: none"> Original commercial, food-grade packaging. Chilled at or below 40°F. Can be Frozen 	Retail: May be accepted no more than 24 hours past best-by/sell by date depending on the condition. From Manufacturer: No less than 5 working days before final use-by-date	Past Sell-By-Date <ul style="list-style-type: none"> 14 days refrigerated Frozen, up to 2 months Note: Per manufacture guidelines, Dannon yogurt can be used no more than 7 days past sell-by chilled or frozen. 	<ul style="list-style-type: none"> Same as above Product that has been frozen/thawed and/or refrozen.
Butter/ Margarine	<ul style="list-style-type: none"> Original commercial, food-grade packaging. Chilled at or below 40°F. Can be Frozen 	Fresh Refrigerated: May be accepted no more than 24 hours past best-by/sell by date depending on the condition. Frozen: No more than 6 months past best-by/sell-by date	Past Sell-By-Date <ul style="list-style-type: none"> Fresh refrigerated: Between 1-3 months Frozen: Between 6-9 months 	<ul style="list-style-type: none"> Same as above Product that has been frozen/thawed and/or refrozen.
Cheese Hard Cheese, Soft Cheese, Cream Cheese	<ul style="list-style-type: none"> Original commercial, food-grade packaging. Chilled at or below 40°F. Can be Frozen 	Fresh cheese may be accepted no more than 24 hours past best-by/sell by date depending on the condition. Most frozen cheese up to 5 months	Past Sell-By-Date <ul style="list-style-type: none"> Fresh: Hard cheese up to 1 month or more, soft cheese up to two weeks Frozen: up to 6 months Cream Cheese, 2-3 weeks refrigerated, frozen, foil wrapped up to 2 months. 	<ul style="list-style-type: none"> Same as above Product that has been frozen/thawed and/or refrozen.
Eggs	<ul style="list-style-type: none"> Appropriate food grade egg packaging. Label must include farm/grower/distributor information Chilled at or below 40°F. Small farm/home eggs may be donated. 	May be accepted no more than 24 hours past best-by/sell by date Must be transported and stored at or below 40°F (including small farm/home produced). Damaged cartons may be donated if relatively clean and broken eggs removed.	Past Sell-By-Date <ul style="list-style-type: none"> Eggs in Shell – up to 4 weeks Hard Cooked – up to 1 week Pasteurized or substitute – up to 10 days Eggs removed from shells can be frozen up to 12 months. 	<ul style="list-style-type: none"> Past final expiration Broken and messy (broken eggs may be removed and good ones donated if relatively clean) Off odor or color or taste Egg Substitute: Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection.



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Alternative Dairy and Meat Product

Product	Acceptable Packaging and Storage Conditions	Acceptable Donations Guidelines	General Consumption Safety Guidelines	Non-Acceptable Items (Donation or Consumption)
Refrigerated Soy Products	<ul style="list-style-type: none"> Original packaging. Food-grade packaging in direct Contact with food. Chilled at or below 40°F. 	May be accepted no more than 24 hours past best-by/sell by date depending on the condition.	Past Sell-By-Date <ul style="list-style-type: none"> Refrigerated Soy Milk – up to 7 days Soy yogurt – up to 7 days 	<ul style="list-style-type: none"> Past expiration date Opened, damaged or compromised packaging Odor or discoloration Product that has been frozen/thawed and/or refrozen.
Refrigerated Meat Substitutes (Tofu, tempeh, seitan, etc.)	<ul style="list-style-type: none"> Original packaging. Food-grade packaging in direct Contact with food. Chilled at or below 40°F. Frozen at or below 0°F on or before the label date 	Fresh Refrigerated: On or before best-by/sell by date. Frozen: No more than 9 months past best-by/sell-by date (if frozen on or before date)	Past Sell-By-Date <ul style="list-style-type: none"> Fresh/Refrigerated: Up to sell-by-date Frozen: Up to up to 1 year if frozen on or before sell-by-date. 	<ul style="list-style-type: none"> Past expiration date Opened, damaged or compromised packaging Odor or discoloration Swollen or bulging container Product that has been frozen/thawed and/or refrozen.
Shelf-stable Non-dairy Beverages (Rice, Soy, Oat Milk, etc.)	<ul style="list-style-type: none"> Cool, dry and clean area 	May be accepted no more than 3 months past best-by/sell by date depending on the condition.	Past Sell-By-Date <ul style="list-style-type: none"> Up to 6 months past sell-by-date if stored properly 	<ul style="list-style-type: none"> Past expiration date Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. Odor or discoloration Swollen or bulging container
Note: Please check with manufacturers as some shelf-stable dairy products may have safe consumption dates beyond these listed guidelines. Any authorization for the extension of product life should be received in writing by the manufacturer. A copy of the letter should be included with each product distribution to agencies and clients.				



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Donation and General Consumption Guidelines

Meat

Product	Acceptable Packaging and Storage Conditions	Acceptable Donations Guidelines	General Consumption Safety Guidelines	Non-Acceptable Items (Donation or Consumption)
Fresh or Frozen Meat (Beef, pork, lamb, poultry)	<ul style="list-style-type: none"> Original food grade packaging. USDA labeling and code dating (USDA Bug) Frozen at or below 0°F on or before the date on label Do Not defrost and refreeze product Separated by category, beef, lamb, pork, poultry Cannot have been processes or stored at home/residence. *(exception – Holiday Turkeys) 	<p>Fresh Refrigerated: Fresh meat, (not frozen) cannot be accepted. All donated meat must be frozen solid no more than 24 hours past sell-by/best-by date.</p> <p>Frozen: No more than 11 months past best-by/sell-by date (if frozen on or before date)</p> <p>Frozen ground meat can be accepted up to 3 months past best-by/sell-by date.</p>	<p>Past Sell-By-Date</p> <ul style="list-style-type: none"> Fresh (Refrigerated) – Up to 4 days Frozen – Up to 1 year Ground meat: Frozen – Between 3-4 months 	<ul style="list-style-type: none"> Fresh past expiration date Opened, damaged or compromised packaging Non-USDA label Odor or discoloration Severe freezer burn Past 1 year frozen Home/residential stored Cold storage chain has been broken Product that has been frozen/thawed and/or refrozen.
Processed, Packaged Meats (fully cooked lunch meats, hotdogs and cheeses packaged by the manufacture)	<ul style="list-style-type: none"> Original food grade packaging. Frozen at or below 0°F on or before the date on label Do Not defrost and refreeze product 	<p>Fresh Refrigerated: Fresh meat, (not frozen) cannot be accepted. All donated meat must be frozen solid no more than 24 hours past sell-by/best-by date.</p> <p>Frozen: No more than 5 months past best-by/sell-by date (if frozen on or before date)</p>	<p>Past Sell-By-Date</p> <ul style="list-style-type: none"> Fresh – Up to 5 days Frozen – Up to 6 months 	<ul style="list-style-type: none"> Same as above
Seafood (Fish, shellfish, crustaceans)	<ul style="list-style-type: none"> Original food grade packaging. Frozen at or below 0°F on or before the date on label Do Not defrost and refreeze product 	<p>Fresh Refrigerated: Fresh seafood, (not frozen) cannot be accepted. All donated meat must be frozen on or before the sell-by/best-by date.</p> <p>Frozen: On or before best-by/sell-by date.</p>	<p>Past Sell-By-Date</p> <ul style="list-style-type: none"> Fresh – up to 2 days Frozen – Up to 2 months Some fish, if frozen immediately can last between 4-8 months 	<ul style="list-style-type: none"> Same as above Frozen longer than allowable time. Product that has been frozen/thawed and/or refrozen.



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Wild Game

Product	Acceptable Packaging and Storage Conditions	Acceptable Donations Guidelines	General Consumption Safety Guidelines	Non-Acceptable Items (Donation or Consumption)
Wild Game (please read carefully)	<ul style="list-style-type: none"> • All Game Donations must be processed by a USDA or Utah Dept of Ag inspected Facility. (See list) • USDA labeling and code dating as appropriate • No home processed/stored donations. • Frozen at or below 0°F • Appropriate record keeping and tracking must be kept. 	<p>Donations must be processed by a USDA /FSIS approved and inspected processor (see list below)</p> <p>Donations must be either picked up directly by the Food Bank or delivered directly by the processor.</p> <p>Fresh Refrigerated: Fresh game, (not frozen) cannot be accepted. All donated meat must be frozen solid immediately after being processed.</p> <p>Frozen: No more than 11 months past best-by/sell-by date (if frozen on or before date)</p> <p>Frozen ground meat can be accepted up to 3 months past best-by/sell-by date.</p>	<p>Past Sell-By-Date</p> <ul style="list-style-type: none"> • Fresh (Refrigerated) – Up to 4 days • Frozen – Up to 1 year • Ground meat: Frozen – Between 3-4 months 	<ul style="list-style-type: none"> • Same as above with the additional restrictions: • Whole product not donated through an approved source. • Product not processed at a USDA or Dept or Ag inspected facility. • Product that was processed at home • Product that has been stored at home (even if processed through the approved processors.) • Product that has been frozen/thawed and/or refrozen.

Note on Wild Game Donations:

These restrictions on the donation of wild game are specific to the State of Utah and only apply to wild game that has been hunted and field dressed. Commercially harvested/processed game follows the same guidelines as the Fresh and Frozen Meat section of this manual.

For More information on donating wild game, please contact Kelly Bingham, Director of Utah Farmers and Hunters Feeding the Hungry (FHH) at 801-726-2598

Approved Processors List:

Any processor that is USDA/FSIS approved and inspected
 Currently, the FHH program has agreements with Clay Meiers and C&S Meats.





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Produce*

Product	Acceptable Packaging and Storage Conditions	Acceptable Donations Guidelines	General Consumption Safety Guidelines	Non-Acceptable Items (Donation or Consumption)
Fresh Produce (Whole)	<ul style="list-style-type: none"> Original food grade packaging. Boxed in sanitary boxes, crates or bins Cool, dry, clean area. 	<p>Retail: May be accepted no more than 24 hours past best-by/sell by date depending on the condition.</p> <p>Direct Farmer/Wholesale Depends on multiple factors. Please refer to the UFB Safe Produce Handling Manual.</p>	<ul style="list-style-type: none"> Visual condition – depends on how it looks and feels Watch for wilt, softness, leaking juices, mold or fungus Refrigerated – Typically up to 1-3 weeks Some produce may be frozen up to 1 year past use-by/sell-by 	<ul style="list-style-type: none"> Odor or discoloration Decay including: mold, fungus, insects Excessive ripeness, softness, wilting
Fresh Produce Processed (Chopped, pre-bagged or individually wrapped)	<ul style="list-style-type: none"> Original food grade packaging. Boxed in sanitary boxes, crates or bins Cool, dry, clean area Chilled at or below 40°F. 	<p>Retail: May be accepted no more than 24 hours past best-by/sell by date depending on the condition.</p> <p>Direct Farmer/Wholesale Depends on multiple factors. Please refer to the UFB Safe Produce Handling Manual.</p>	<ul style="list-style-type: none"> Visual condition – depends on how it looks and feels Watch for wilt, softness, leaking juices, mold or fungus Refrigerated – up to 5 days past sell-by-date depending on condition 	<ul style="list-style-type: none"> Opened, damaged or compromised packaging Odor or discoloration Decay including: mold, fungus, insects Excessive ripeness, softness, wilting Product that has been in the danger zone (above 40°F for more than 2 hours)
Dried Fruits: Raisins, Prunes, Dates, Apples, Bananas, etc.	<ul style="list-style-type: none"> Stored in Cool dry, clean, well ventilated and climate controlled area Labels must contain content, ingredients, net weight, distributor and expiration 	May be accepted up to 5 month past sell-by or best-by date depending on the condition.	<p>Past Sell-By-Date</p> <ul style="list-style-type: none"> Up to 6 months typical dry storage. Refrigerated or frozen may be as much a 1 year past-sell-by in an airtight container. 	<ul style="list-style-type: none"> Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. Stale, mold, insects, rodents Non food-grade packaging

***Notes on Produce:** Produce is a highly perishable commodity that must be procured, handled and distributed with care and attention. The produce guidelines above are broad and do not cover all of the possible factors that contribute to produce quality and are directed mostly at produce donated from the retail market. Please refer to the Utah Food Bank Produce Handling Guidelines for more specific information on how to handle fresh produce donations to maximize shelf life.

Notes on Mold:

- Avoid berry containers that have more than a couple moldy berries. Mold on berries grows faster than on any other produce item.
- If you receive any cut melons, they must be taken directly to refrigeration to minimize growth of bacteria.
- Any mold growing on produce should be removed as soon as possible. Moldy items accelerate the deterioration of other items in the box.
- Check the bottom of the boxes to see if they are wet (leaky), which could be an indicator of rotten product.



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Bakery

Product	Acceptable Packaging and Storage Conditions	Acceptable Donations Guidelines	General Consumption Safety Guidelines	Non-Acceptable Items (Donation or Consumption)
Bakery (Bread, tortillas)	<ul style="list-style-type: none"> Original food grade packaging Boxed in sanitary boxes, crates or bins Cool, dry, and clean area. May be frozen Close and seal open ended breads (baguettes) 	May be accepted no more than 24 hours past best-by/sell by date depending on the condition.	Past Sell-By-Date Use Discretion – Watch for odor, discoloration or mold <ul style="list-style-type: none"> Fresh or day old – up to 1-3 days Refrigerated – up to 5-12 days Frozen - Up to 3 months 	<ul style="list-style-type: none"> Dried-out, hard, stale products. Molded products. Items in open containers such as open-ended bags
Other Bakery (Pastries, Pies, Dinner Rolls, Donuts, Croissants, Cookies, etc.)	<ul style="list-style-type: none"> Original food grade packaging Boxed in sanitary boxes, crates or bins Cool, dry, and clean area. May be frozen 	May be accepted no more than 24 hours past best-by/sell by date depending on the condition.	Past Sell-By-Date Use Discretion – Watch for odor, discoloration or mold <ul style="list-style-type: none"> Fresh or day old – up to 1-3 days Refrigerated – up to 5 days Frozen - Up to 2 months Cookies can last up to 12 months frozen. 	<ul style="list-style-type: none"> Dried-out, hard, stale products. Molded products. Items in open containers such as open-ended bags
Cream filled pastries (Cream Pies, Ice cream cakes, creamed topped pastries)	<ul style="list-style-type: none"> Original food grade packaging Must be kept at or below 40°F Frozen pastries must be frozen solid, unthawed. Fresh cream pastries often do not freeze or thaw well. 	May be accepted on or before best-by/sell by date depending on the condition.	Past Sell-By-Date Use Discretion – Watch for odor, discoloration or mold <ul style="list-style-type: none"> Fresh or day old – up to 1-2 days Refrigerated – up to 2-3 days Frozen items must remain frozen. – up to 1 month. 	<ul style="list-style-type: none"> Product left out of refrigeration Items in open containers Melted: (ice-cream cakes is difficult to keep frozen in transportation. Must be frozen solid. May be refused if frozen temperature cannot be maintained)



Donation and General Consumption Guidelines

Shelf-Stable Dry, Canned and Bottled Foods

Product	Acceptable Packaging and Storage Conditions	Acceptable Donations Guidelines	General Consumption Safety Guidelines	Non-Acceptable Items (Donation or Consumption)
Canned Foods	<ul style="list-style-type: none"> Cool dry, clean area Fully intact labeled original cans Labels must contain content, ingredients, net weight, distributor and expiration LDS canned if label is attached 	<p>Most donations may be accepted up to 5 year past sell-by or best-by date depending on the condition.</p> <p>Products with high acid content: fruit, tomato product, vinegar based sauces may be accepted only up to 1 year past sell/best-by-date.</p>	<p>Past Sell-By-Date</p> <ul style="list-style-type: none"> (Low Acid: meats, soups, stews, vegetables) Up to 5 years shelf life date if stored properly (High Acid: fruit, tomato product, vinegar based sauces) Between 12-18 months is stored properly. Some canned food storage items can store for 10 years or longer.* 	<ul style="list-style-type: none"> Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. Serious damage includes: blown, punctured, bulging, pinched, leaking, side seam dents and/or rusted cans Home canned products (See Below)
Jarred Foods	<ul style="list-style-type: none"> Cool dry, clean area Fully intact labeled original bottles Labels must contain content, ingredients, net weight, distributor and expiration LDS bottled if label is attached 	<p>May be accepted up to 1 year past sell-by or best-by date depending on the condition.</p>	<p>Past Sell-By-Date</p> <ul style="list-style-type: none"> Up to 3 years shelf life if stored properly.* 	<ul style="list-style-type: none"> Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. Serious damage includes: blown, punctured, bulging, pinched, leaking, side seam dents and/or rusted cans Home canned products (See Below)
Prepackaged Foods (Cereal, Crackers, Snacks, etc.)	<ul style="list-style-type: none"> Stored in well ventilated and climate controlled area Labels must contain content, ingredients, net weight, distributor and expiration 	<p>May be accepted up to 1 year past sell-by or best-by date depending on the condition.</p>	<p>Past Sell-By-Date</p> <ul style="list-style-type: none"> Up to 6–12 months shelf life if stored properly 	<ul style="list-style-type: none"> Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. Stale, mold, insects, rodents Non food-grade packaging
Condiments (Ketchup, Mustard, Salsa, Salad Dressings, Vinegar, Pickles, Olives)	<ul style="list-style-type: none"> Stored in Cool dry, clean, well ventilated and climate controlled area Labels must contain content, ingredients, net weight, distributor and expiration 	<p>May be accepted up to 1 year past sell-by or best-by date depending on the condition.</p>	<p>Past Sell-By-Date</p> <ul style="list-style-type: none"> Up to 1 year shelf life if stored properly Vinegar: up to 2 years 	<ul style="list-style-type: none"> Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. Container is leaking or has broken seal Odor or discoloration

Dressings/ Mayonnaise	<ul style="list-style-type: none"> • Stored in well ventilated and climate controlled area • Labels must contain content, ingredients, net weight, distributor and expiration 	<p>May be accepted up to 2 months past sell-by or best-by date depending on the condition.</p>	Past Sell-By-Date <ul style="list-style-type: none"> • Up to 3 months shelf life if stored properly 	<ul style="list-style-type: none"> • Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. • Container is leaking or has broken seal • Odor or discoloration
Grains, Legumes, Dried Pasta: (Wheat, Rice, Oats, Dried Beans, Dried Pasta, popcorn, etc.)	<ul style="list-style-type: none"> • Stored in well ventilated and climate controlled area • Labels must contain content, ingredients, net weight, distributor and expiration • LDS canned if label is attached • Utah Food Bank will accept any donations up to 1 year past sell-by or best-by date. 	<p>May be accepted up to 1 year past sell-by or best-by date depending on the condition.</p>	Past Sell-By-Date <ul style="list-style-type: none"> • Up to 2 years shelf life • Raw, dry, hard grains will typically store longer than soft or processed grains. • Depending on the storage conditions, the shelf life could be well beyond 2 years.* 	<ul style="list-style-type: none"> • Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. • Stale, mold, insects, rodents • Non food-grade packaging
Baking Ingredients (Flour, baking powder, baking soda, pancake mix, cake, brownie mixes, corn meal, corn starch, chocolate chips)	<ul style="list-style-type: none"> • Original food grade packaging. • Stored in Cool dry, clean, well ventilated and climate controlled area • Labels must contain content, ingredients, net weight, distributor and expiration 	<p>May be accepted up to 1 year past sell-by or best-by date depending on the Product and condition.</p>	Past Sell-By-Date <ul style="list-style-type: none"> • White Flour: Up to 1 year if stored properly • Whole Wheat Flour: 1 month; 8 months if refrigerated • Baking/cake mixes: Up to 1 year • Baking Soda and mixes: Up to 18 months • Baking Powder: 6 months • Sugar: Up to 2 years • Brown Sugar: up to 4 months • Most other baking ingredients can be store unopened up to 1 year • Yeast: Use-by/sell-by date 	<ul style="list-style-type: none"> • Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. • Odor or discoloration • Stale, mold or insect/rodent infestation
Cooking Oils, Shortening (always test stored oils and shortening for smell and taste before using)	<ul style="list-style-type: none"> • Stored in a cool, dark, well ventilated area • Labels must contain content, ingredients, net weight, distributor and expiration 	<p>May be accepted up to 5-11 months past best-by/sell-by date depending on the product.</p>	Past Sell-By-Date <ul style="list-style-type: none"> • Vegetable, Canola, Corn, Peanut, Coconut Oil, etc. – up to 1 year unopened • Olive Oil – 6 months dry storage, up to 1year refrigerated • Most oils can be stored in refrigerator which helps extend shelf life. • Shortening – 2 Years 	<ul style="list-style-type: none"> • Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. • Container is leaking or has broken seal • Odor or discoloration • Rancid smell and/or taste

Spices/ Seasonings	<ul style="list-style-type: none"> Stored in a cool, dark, well ventilated area Labels must contain content, ingredients, net weight, distributor and expiration 	<p>May be accepted up to 1 year past sell-by or best-by date depending on the condition.</p>	Past Sell-By-Date <ul style="list-style-type: none"> Whole: Up to 4 years shelf life if stored properly Ground: up to 3 years 	<ul style="list-style-type: none"> Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. Container is leaking or has broken seal
Beverages (Shelf stable Sodas, Juices, Teas, Athletic drinks (see below for Adult Energy Drinks))	<ul style="list-style-type: none"> Stored in a cool, dark, well ventilated area Labels must contain content, ingredients, net weight, distributor and expiration 	<p>May be accepted up to 9 months past sell-by or best-by date depending on the condition.</p>	Past Sell-By-Date <ul style="list-style-type: none"> Canned Soda/Drinks: Up to 9 months shelf life if stored properly (more research needed) Bottled Soda/Drinks: up to 3 months 	<ul style="list-style-type: none"> Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. Container is leaking or has broken seal Odor or discoloration
Home Food Storage (Professionally processed only. No home processed food storage) Emergency food storage, backpacking food, MRE's etc.	<ul style="list-style-type: none"> Must be stored in food safe, air tight, sealed containers Stored in a cool, dark, well ventilated area Labels must contain content, ingredients, net weight, distributor and expiration 	<p>May be accepted up to 1-10 years past sell-by or best-by date depending on food type and condition.</p> <p>Utah Food Bank employees including drivers are not allowed to enter homes to move, carry, or load home food storage from individual homes or residence. Qualified donations must be delivered to Utah Food Bank.</p>	Past Sell-By-Date <ul style="list-style-type: none"> Some products may have between 10-30 years shelf life Hard items: Whole, unground wheat, rice, or other hard grains, beans, legumes – Up to 10 years past best-by on can Milled Goods: Flour, powdered milk, potato flakes, juice mixes, cocoa, gelatin, yeast - Up to 1 year past best-by 	<ul style="list-style-type: none"> Product in visually poor condition Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. Container is leaking or has broken seal Odor or discoloration Processed/prepared at home. More than one year past use-by/best-by date.
Baby Food Canned, jars or boxed and Formula	<ul style="list-style-type: none"> Original food grade packaging. Stored in Cool dry, clean, well ventilated and climate controlled area Labels must contain content, ingredients, net weight, distributor and expiration 	<p>May be accepted no less than 3 month before sell-by-date.</p>	Past Sell-By-Date <ul style="list-style-type: none"> UFB Policy: Baby food should be used on or before the use-by/sell-by date. 	<ul style="list-style-type: none"> Any baby product that is past use-by/sell-by date. Product in visually poor condition Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. Container is leaking or has broken seal Odor or discoloration Home canned or prepared.
<p>*Note: Please check with manufacturer's guidelines as many dry goods and canned products may have safe consumptions dates beyond these listed guidelines. Technically, even though not recommended, many undamaged dry goods and canned foods, which have been properly sealed and stored, can be safely consumed almost indefinitely. Depending on age, dated product will have varying levels of nutritional loss/degradation but can still be safe to eat.</p> <p>If possible, any authorization for the extension of product life should be received in writing from the manufacturer to be distributed with the product.</p>				



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Donation and General Consumption Guidelines

Prepared/Frozen Meals Entrees

Product	Acceptable Packaging and Storage Conditions	Acceptable Donations Guidelines	General Consumption Safety Guidelines	Non-Acceptable Items (Donation or Consumption)
Prepared Foods (Fresh deli, entrees, starches, side vegetables, chilled foods, home-meal replacements)	<ul style="list-style-type: none"> Original food grade packaging Securely closed and separated by food type to avoid cross-contamination Labeled and dated Chilled at or below 40°F or frozen 	<p>Fresh Refrigerated: On or before best-by/sell by date.</p> <p>Frozen: On or Before best-by/sell-by date.</p>	<p>From date of preparation</p> <ul style="list-style-type: none"> Fresh main dishes: 3-4 days Frozen main dishes: 2-3 months Fresh side dishes: 3-4 days Frozen side dishes: 1-2 months Fresh Salads, fruits and vegetables: 3-4 days 	<ul style="list-style-type: none"> Previously reheated foods Foods kept in danger zone for more than 2 hours Previously served food
Chilled Perishable Packaged Foods/ Beverages (Fresh fruit juices)	<ul style="list-style-type: none"> Original food grade packaging Chilled at or below 40°F Some may be frozen. 	<p>Fresh Refrigerated: On or before best-by/sell by date.</p> <p>Frozen: On or Before best-by/sell-by date</p>	<p>Past Sell-By-Date</p> <ul style="list-style-type: none"> Up to 3 weeks unopened May be frozen up to 1 year 	<ul style="list-style-type: none"> Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. Foods kept in danger zone for more than 2 hours
Frozen Foods (Meals, sides, entrees, juice concentrate, baked goods)	<ul style="list-style-type: none"> Original food grade packaging Securely closed and separated by food type to avoid cross-contamination Labeled and dated Frozen at or below 0°F 	May be accepted up to 11 months past sell-by or best-by date depending on the condition.	<p>Past Sell-By-Date</p> <ul style="list-style-type: none"> Entrees: 3 months or more Juices: May be frozen up to 1 year Baked Goods: 1-6 months 	<ul style="list-style-type: none"> Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. Defrosted product Severe Freezer burn
Frozen Produce	<ul style="list-style-type: none"> Original food grade packaging Securely closed and separated by food type to avoid cross-contamination Labeled and dated Frozen at or below 0°F 	May be accepted up to 11 months past sell-by or best-by date depending on the condition.	<p>Past Sell-By-Date</p> <ul style="list-style-type: none"> Vegetables: up to 1 year Fruits: up to 6 months 	<ul style="list-style-type: none"> Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. Defrosted product Severe Freezer burn

Note: Please check with manufacturers as many frozen products may have safe consumptions dates well beyond these listed guidelines. If possible, any authorization for the extension of product life should be received in writing from the manufacturer to be distributed with the product.



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Donation and General Consumption Guidelines

Non-Food Items

Product	Acceptable Packaging and Storage Conditions	Safe Consumption Code Dating	Non-Acceptable Items (Donation or Consumption)
Dietary or Herbal Supplements and Energy Drinks	<ul style="list-style-type: none"> Must be at least three months before the code date Securely closed and separated from other foods to avoid contamination Must have intact and readable labels (in English) with common names of ingredients and directions for use and storage Cannot contain ingredients deemed to be untested and/or unsafe “Adult Only” energy drinks and dietary supplements will generally not be accepted as donations. 		<ul style="list-style-type: none"> Opened, damaged or compromised packaging, resulting in leakage. Past code date Containing ingredients that are untested or unsafe.
Vitamins/ Nutritional Aids	<ul style="list-style-type: none"> Must be at least three months before the code date Securely closed and separated from other foods to avoid contamination Must have intact and readable labels (in English) with common names of ingredients and directions for use and storage Cannot contain ingredients deemed to be untested and/or unsafe “Adult Only” vitamins/nutritional supplements will generally not be accepted as donations. 		<ul style="list-style-type: none"> Opened, damaged or compromised packaging, resulting in leakage. Past code date Containing ingredients that are untested or unsafe.
Alcohol/Tobacco	<ul style="list-style-type: none"> We do not accept any products containing alcohol or tobacco meant for human consumption. Products that contain alcohol, but are not meant for human consumption (cough syrup, mouth wash or hand sanitizer) may be considered on a case by case basis. 		
Personal Hygiene (Deodorants, hair sprays, toothpaste, body soaps etc.)	<ul style="list-style-type: none"> Original packaging Securely closed and separated from other foods to avoid contamination Labeled and dated 	<ul style="list-style-type: none"> Opened, damaged or compromised packaging, resulting in leakage. Products containing any form alcohol not meant for human consumption may be considered on a case-by-case basis. (cough syrup, mouth wash, hand sanitizer) 	
Contraceptives/ Prophylactics	<ul style="list-style-type: none"> Original packaging Securely closed and separated from other foods to avoid contamination Labeled and dated 	<ul style="list-style-type: none"> Opened, damaged or compromised packaging. 	
Household Chemicals (Soaps, detergents, cleaning agents, bug sprays)	<ul style="list-style-type: none"> Original packaging Securely closed and separated from other foods to avoid contamination Labeled and dated 	<ul style="list-style-type: none"> Opened, damaged or compromised packaging, resulting in leakage. Dangerous chemicals that require special HASMAT handling and/or MSDS training and certification. (fertilizers, pesticides, paint, lighter fluid, etc.) 	
Pet Food	<ul style="list-style-type: none"> Fully intact labeled containing content, ingredients, net weight, distributor and expiration Cannot be repacked at UFB facility 	<p>May be accepted up to 1 year past sell-by or best-by date depending on the condition.</p>	<ul style="list-style-type: none"> Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. Odor or discoloration Stale, mold or insect/rodent infestation



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Donation and Consumption Guidelines

Over the Counter (OTC) Drugs

<p>Over the Counter Drugs (cold medicines, cough syrups, pain killers)</p> <p>(Accepted on rare occasion. Official acceptance policy still pending and may change at any time)</p>	<ul style="list-style-type: none"> As a general rule, Utah Food Bank will accept Over-the-Counter (OTC) products. Some exceptions may exist and may be considered on a case-by-case basis. Must be at least three months before the code date Must have intact and readable labels, including common name of drug, list of ingredients, net quantity of contents, potency per recommended dose, adequate directions for use, storage requirements (if any), control number, expiration date, name and address of responsible firm, and warnings Products containing any form alcohol not meant for human consumption may be considered on a case-by-case basis. (cough syrup, mouth wash, hand sanitizer) Other ingredients may also be subject to restriction Must have intact tamper resistant packaging 	<ul style="list-style-type: none"> Past code date printed on the product Opened, damaged or compromised packaging, resulting in the loss of sanitary barrier protection. Products that have DEA restricted ingredients of ephedrine/pseudo-ephedrine or phenylpropanolamine.
<p>Prescription Drugs</p>	<ul style="list-style-type: none"> We do not accept prescription drugs/medications. 	
<p>Note: The Combat Methamphetamine Epidemic Act of 2005 bans drugs containing phenylpropanolamine (PPA) and ephedrine or pseudoephedrine (PSE). Storage, distribution, and recordkeeping regulations for handling such products are controlled by the Drug Enforcement Agency (DEA) and are extensive. Utah Food Bank is not approved or authorized to handle any medications that contain these ingredients. Please refer to complete list of DEA controlled products. List may be obtained by contacting the Utah Food Bank at 801-978-2452.</p>		



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