



## Guidelines for Groups Participating in Blessing Bags

Clarksville Loaves and Fishes location- 215 Foster Street

Thank you for participating in the Blessing Bag program. We hope that you find it to be a great experience that you will sign up to do again.

1. Your date is \_\_\_\_\_ for participation. Your Group's Representative

Name \_\_\_\_\_

Contact number \_\_\_\_\_

Email address \_\_\_\_\_

Group Name or Affiliation \_\_\_\_\_

2. You will need to bring \_\_\_\_\_ number of **completed food bags**. (See sheet for guidelines for food included)
3. Arrive at kitchen at 10:00 am to set up dining room area and bring in bags. Doors will be opened at 10:30 to 11:30am. You can expect to leave about 12:00p.m., when clean-up is complete.
4. Check in with the Loaves and Fishes representative on site.

Blessing Bag Representative's name \_\_\_\_\_

Contact information \_\_\_\_\_

5. Your group can choose to do a devotion, with music (you provide) as the people come into the dining room at 10:30. This should last between 10-15 minutes. Or you can just welcome the people in the building to talk with them before giving them the bags.



6. The guests **should take their bags as they leave**, we are not planning to eat at the kitchen this day. However, in the case of inclement weather, guests may want to sit in the dining room to eat. Each group is responsible for cleanup of the dining room. **See attached clean up guidelines and photo of table and chair placement before you leave.**
7. If they ask for multiple bags for friends or family not there, each group can decide how many you give to each client.
8. We hope you will want to sign up for another date in the future. If you do call number below or let your representative know.
9. An adult volunteer should supervise or assist with trash pickup around the front of the building outside. There are pick up tools and gloves to use.
10. We will provide the bags to use, and if your group needs food for the bags let us know 7-10 days prior to the date you distribute the bags.
11. We will confirm the date for your group as soon as possible after you send in your Group Guidelines.
12. The volunteer group is responsible to obtain written permission from parent/guardian for anyone under the age of 18.

I (we) agreed to these guidelines \_\_\_\_\_

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

For additional information contact: \_\_\_\_\_



Any questions or problems feel free to contact Patricia Wilkinson at 931-645-9020  
Or Diane Miner at 931-249-5273. Email: blessingbagsforloavesandfishes@gmail.com

Office Use:

Scheduled Y/ N      L & F Representative \_\_\_\_\_

Date Scheduled \_\_\_\_\_

Volunteer Release of Liability Agreement \_\_\_\_\_