



Surplus Project: Rush Oak Park Hospital to YMCA

Mondays and Wednesdays 2:30PM-3:30PM

Rush Oak Park Hospital: 520 S. Maple Ave Oak Park

West Cook YMCA: 255 S. Marion St Oak Park

1. If possible wear your **green Food Pantry Volunteer t-shirt** when picking up the rescue.
2. Please pick up insulated rescue bags at the Food Pantry. These bags have been purchased specifically for this rescue in order to keep the food at the right temperature during transportation.
3. Park your car in the front drive way/circle and turn on your hazard lights.
4. Let the front desk staff know you are a volunteer for Oak Park River Forest Food Pantry there to pick up Surplus food from the cafeteria. They will then give you a visitor's badge.
5. Proceed to the cafeteria on the second floor of the hospital and enter the kitchen through the door immediately on your left as you enter the cafeteria.
6. When entering the kitchen area, please cover your hair with a hairnet (on the table to the left) and wash your hands thoroughly.
7. Dedicated space for The Surplus Project has been identified in the dry storage room at the southwest corner of the kitchen. This space includes a shelf for supplies and a refrigerator easily identified with a large Surplus Project magnet on the door.
8. Please take the meals from the designated refrigerator and place them in the insulated bags and bring them back to the West Cook YMCA.
9. Once at the YMCA, let the front desk staff know that you are an Oak Park River Forest Food Pantry volunteer with Surplus meals. The staff member will either take the meals from you or will lead you to the refrigerator in the back room to drop off the meals.
10. Once the meals have been delivered, please return the insulated bags to the food pantry.

Questions?

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THANKS!