

**SB 1383 Donation Record – Simple Form**

Reporting Year: **2024**

Use this form to maintain monthly records of type, frequency, and pounds of food donated to food recovery organizations/services or distributed to staff. Completing this form and showing it on request satisfies the Edible Food Recovery requirements under state law SB 1383.

**1. Commercial Edible Food Generator (CEFG)**

Enter information about the organization or business whose surplus edible food donations are logged on this form.

Organization or Business Name: Sunshine Diner	Address: 112 San Leandro Blvd, San Leandro, CA 94577	Store/Location # (if applicable):
Staff person(s) handling food donations: (Please list name(s) and contact information.) Jane Doe, jane.doe@gmail.com		

**2. Food Recovery Organizations/Services (FROS)**

Enter all organizations and services that have received surplus food donation from you anytime during the reporting year.

Name of FROS:	Address & Contact(s):	FROS Contacts(s): Names/phone	Types of food accepted:	Pickup frequency:	Written contract or agreement?
Daily Bowl	525 H St, Union City, CA 94587.	Paddy Iyer (510) 599-6467	Produce, dairy, meat, frozen	Weekly on Tue & Fri	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Replate	No physical address.	John Myer 510-365-8989	Prepared food, baked goods	Events only, as needed	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
One World Dream Maker	1617 College Ave, Livermore, CA 94550.	(510) 205-0484	Produce, shelf stable	Weekly on Sat	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No

**3. Donation Amounts (lbs.)**

Enter the monthly amounts of surplus food donations made to the recipient organizations and/or services (FROS) listed in the table above.

FROS (must be listed above)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Daily Bowl	275	184										
Replate	280											
One Nation Dream Maker	110	105										
<b>Monthly totals (lbs.)</b>	<b>665</b>	<b>289</b>										

Reporting year total (lbs.)	
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Enter sum of monthly totals from table above.

#### 4. Surplus Food Donations Not Accepted

During the reporting year, were any donations you offered not accepted?  Yes  No

If yes, please complete the table below.

Approximate date	FROS to receive the donation	Type and estimated amount of food offered	Reason given for rejection	Location of documentation if requested
Late Jan 2024	Daily Bowl	2 pallets of whole milk	Close to expiration, they didn't have capacity	None – verbal exchange with Paddy

#### 5. Surplus Edible Food Donations to Staff or Other Individuals

During the reporting year, did you donate surplus edible food to staff or other individuals?  Yes  No

If yes, please complete the table below.

One-time or recurring donation?	Approximate date or frequency	Type of food	Estimated amount of food (optional)	Recipients (optional)
Recurring	daily	Leftover baked goods	10-20 pieces of pastries, several bread loaves	Up to 5 staff
Recurring	Monthly on freezer cleanout days	Frozen fruit, frozen dough	Average 20 lbs of frozen ingredients	Up to 5 staff

**At the end of the reporting year, please keep this form in an accessible location.** In case of an inspection by the Alameda County Environmental Health Department or a partnering enforcement agency, you may be asked to present this documentation.



If you would like assistance setting up a surplus food donation program, locating a food recovery partner, or have questions about this form, go to [www.StopWaste.org/request-help](http://www.StopWaste.org/request-help) or call 510-891-6575 to leave a message for a call back.