

# Dear Valued Customers,

At [Restaurant Name], we are committed to supporting our community and reducing food waste. To fulfill this commitment, we have established a Food Donation Policy aimed at ensuring surplus food is donated to those in need.

## Our Food Donation Policy:

- We donate surplus food daily to local shelters and food banks.
- All donated food is safely packaged and stored in compliance with health regulations.
- Our staff is trained to identify eligible items for donation.

We believe that every meal should serve a purpose, and together we can make a difference in our community. Thank you for your continued support in this initiative.

## For More Information:

If you have any questions or would like to know more about our food donation efforts, please feel free to contact us at [Contact Information].

Sincerely,  
[Your Name]  
[Your Title]  
[Restaurant Name]