

Dear Team,

This is a friendly reminder about our ongoing food donation program. As you know, we have committed to donating excess food to our local food bank.

Please remember to properly store any surplus items and notify the management team when there is food available for donation. Your cooperation is crucial in making a positive impact in our community.

Thank you for your dedication and support!

Best Regards,
[Your Name]
[Your Position]
[Restaurant Name]