



Attention All Agency Representatives:

Feeding America West Michigan operates a fully functional warehouse. There are safety regulations that must be observed by all persons visiting our warehouse. These rules protect not only you but everyone in the warehouse. Please remind your agency's volunteers and staff of these rules prior to visiting our warehouse:

1. Only two representatives per agency allowed in our shopping area per visit. Our shopping and pick-up area space is limited and large numbers of people, increase the potential for possible injury.
2. Sign in as you enter the building. This is a fire safety requirement and is mandatory for your protection.
3. Do not bring any clients or families in to shop for themselves. The warehouse is restricted to only authorized agency representatives.
4. Absolutely no children in the warehouse allowed at any time. Children must stay outside the building under adult supervision at all times.
5. Wear shoes that cover your heels and toes. No flip-flops or sandals allowed in warehouse/shopping area during summer months.
6. No eating or drinking in the warehouse at any time. Please notify staff of any spills or other safety concerns.