



Ronald McDonald House Charities® Richmond

Thank you for preparing lunches for Ronald McDonald House Charities of Richmond. We could not provide families with children receiving medical care with the support they need without you. Our Lunches with Love program provides a quick and nutritious meal at the hospital when families need it most.

Overview:

- You are responsible for purchasing items to make **30 sandwiches (kasier rolls or buns are ideal), 2-3 individually packaged snacks or desserts (chips, fruit, cookies, etc.), and sandwich-sized Ziploc bags.**
- Families appreciate variety! Consider multiple options like chicken/tuna salad, roast beef, deli chicken, etc.
- Rather than bringing beverages (families have access to beverages in the hospital), please consider bringing additional snacks which go very quickly at the hospital. Condiments for sandwiches are optional.
- Our kitchen is fully stocked with supplies.
- The recommended group size is 6 people or fewer. Please do not exceed 10 people. All volunteers under 18 must be accompanied by an adult.
- If you cancel within 72 hours of your scheduled date, we request that you arrange for food to be delivered, since we will be unable to fill your slot on such short notice.

Arrival Instructions:

- **On weekdays, please arrive at 9:00 a.m. for the lunches to be prepared by 10:00 a.m. On Sundays, please arrive by 11:00 a.m. for the lunches to be prepared by 12:00 p.m.**
- Please park across the street or on one of the side streets (Davis, Strawberry, or Grace).
- All volunteers 18 years and older must bring a **valid state-issued photo ID** in order to be allowed entry.
- Upon arrival, please check in at the front desk and completely fill out the forms provided.

Food Safety Guidelines:

- **All food must be prepared on-site, in a commercial kitchen, or purchased from a store.**
- Purchase all ingredients from a reputable provider.
- Please transport all ingredients/food items safely and properly to the house.
- Wash hands, wear gloves, keep surfaces clean, and tie back hair.

Packaging Guidelines:

- Place sandwiches in individual, labeled Ziploc bags. We will provide labels for sandwiches.
- **Do not package lunches individually.** Our staff will pack lunches and deliver them to the hospital once you have finished.



For any questions, please contact our Director of Volunteers, Diana, at diana@rmhc-richmond.org

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