



10 Hudson Street  
Annapolis, Maryland 21401

Light House  
A HOMELESS PREVENTION SUPPORT CENTER

Tel: 410.349.5056  
[www.AnnapolisLightHouse.org](http://www.AnnapolisLightHouse.org)

## Culinary Volunteer: UnBagged Lunch Program Guidelines

The Light House distributes approximately 125 meals daily to our residents and community clients who are in need of food. Meals are available at any time for anyone who comes to our doors hungry. This program is supported solely through donations provided by volunteers and it is a critical need for The Light House.

**PLEASE NOTE:** The Light House is no longer serving the lunch in brown paper bags and asks that volunteers refrain from packing sides, water and sandwiches together. Volunteers should **only assemble the sandwiches offsite and wrap them in individual sandwich bags.** The Light House does not have the storage capacity to store assembled lunches. Only volunteers that have registered through the Sign-up Genius to drop off meals will be allowed on site. There are 5 slots, 25 meals per slot and maximum of 125 meals per day.

**TO SIGN-UP TO PARTICIPATE, PLEASE VISIT:** [www.annapolislighthouse.org/unbagged-lunches](http://www.annapolislighthouse.org/unbagged-lunches)

### SANDWICH GUIDELINES:

Individual sandwiched bag wrapped sandwiches should include a mix of at least two of the following sandwich types:

- Turkey and cheese | Beef and cheese | Ham and cheese | Bologna and cheese
- Please use sliced lunch meat and any variety of deli-style sliced cheese
- Please do not include any other ingredients such as condiments, lettuce, tomato, etc.
- Please do not use loaf ends
- Condiment packets are welcome

### Healthy Snack Items - Pick 2: Snacks should be factory wrapped and sealed

- Carrot / celery sticks
- Nuts / raisins / trail mix
- Pudding cups
- Granola Bar-Graham crackers
- Pretzels/Popcorn/healthy lunch size snack bags
- Snack crackers (peanut butter/cheese)
- Fresh Whole Fruit (apples or oranges)
- Fruit Cup (fruit cocktail, applesauce)

### DROP-OFF GUIDELINES:

PLEASE DROP YOUR LUNCHES OFF AT THE LIGHT HOUSE BY 7PM THE DAY BEFORE YOU ARE SCHEDULED.

For the safety of staff and residents, please wear a mask while on Light House property, and follow our donation guidelines listed below.

- **Items can be delivered between 9am-7pm at our 10 Hudson Street, Annapolis location.** We ask that all donations of food or supplies be brought to the front desk. Please park in our curbside drop-off area. Please ring the doorbell and staff will speak through the intercom acknowledging the drop-off.

Please note, we host several outdoor community support events on Tuesdays & Thursdays from 10am-12pm. We suggest dropping off donations outside of this time.

***Thank you for your support!***

02/02/22