Receipt/Meal Connect Guide

MealConnect Website: https://mealconnect.org/login

Partner Login: Click "E-mail Address" option

> Email Address:

> Password:

"Start Guided Tour" Option in the right hand corner, if desired

Add new Receipt:

Fill in information boxes- date, donor, storage (should auto-fill with category selection), brief description, and pounds recorded.

Click Add, review your information, and then click Submit. File hard copy of receipts for 3 years.

Category Examples:

Bread/Bakery	bread, biscuits, rolls, cookies, cakes, tortillas, pie, etc. yogurt,
Dairy	cheese, milk, butter, sour cream, creamer etc. chicken, pork,
Meat	beef, etc. (should be frozen)
Produce	All fruits and vegetables
Prepared/Perishable (Deli)	Ready to eat foods, salads, sandwiches, sliced lunch meat etc.
Frozen	All frozen items other than meat
Mix	All dry edible products, canned, boxed, water, etc.
Non-Food	All non-edible products, hygiene items, etc