



Keyport Ministerium Food Pantry, Inc.
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www.keyportfoodpantry.org
Non-profit organization 501 (c)(3)



Ongoing KMFP Office and Housekeeping Needs

Printer Ink Cartridges:

1. 210 – Black and Color Cartridges (Cannon)
2. CB436A – Black (HP LaserJet M1522NF)
3. 42X – Black (HP4250/4350 LaserJet Series)
4. 564XL – Black and Color Cartridges (HP Photosmart 5520) **
5. 78 – Black and Color Cartridges (Epson Artisan 50) **

****NOTE: These specific ink cartridges have expiration dates please check date before purchasing.**

Memory Sticks:

Needed to back up data in the event of computer malfunctions or failures.

1. The minimum number of memory sticks required to backup data is three (3) at 16G each.

U.S Stamps – Book(s) or Roll

Stationery:

NOTE: The items listed below can be purchased at Staples or similar style stores.

1. Certificate Award Holders (Black) – six (6) to a pack
2. White Multiuse Paper 8 ½ x 11 – Box or Pack of 500 Sheets
3. White #10 Envelopes – Box
4. Ink Jet Address Labels – 1 x 2 5/8 inches
5. Multi Color Coding Labels – ¾ inches round – Avery 5462 – 24 Labels per sheet. Avery brand or any another equivalent brand.
6. Manila Mailing Envelopes – 8 ½ x 11 and 9 x 12

Housekeeping:

NOTE: The items listed below can be purchased at Costco or similar style stores.

1. Contractor Garbage Bags – Extra Thick – 3Mil – 42 gallons – Please note that these are the types of bags that are needed due to their capacity and thickness.
2. Disinfectant Wipes (3 to a pack)
3. Paper Towels

Please print and take with you on your next shopping trip.

Store brands or equivalent is fine with the exception of ink cartridges since these are specific to type of printers.

The KMFP is truly grateful for any donation you can make from this list.

Don't forget to pass this on to your family and friends.

If you require further information please contact KMFP Executive Director Isaiah Cooper.

Thank you so much for your support!