

SUMMER FOOD SERVICE PROGRAM

Agreement to Furnish Food Service for the Summer Food Service Program

This is a template. Non-SFA sponsors purchasing meals from an SFA must have documentation or a contract/written agreement for the provision of meals.

THIS AGREEMENT is made and entered into between (school) _____
_____ and (sponsor) _____

WHEREAS the (school) _____ agrees to supply unitized meals (inclusive/ exclusive) of milk and juice to (sponsor) _____ with and for the rates herein listed:

Breakfast \$ _____ each Lunch \$ _____ each
Snacks \$ _____ each Supper \$ _____ each

It is further agreed that (school) _____, pursuant to the provisions of the Summer Food Service Program regulations, attached copy of which is part of this agreement, will assure that said meals meet the minimum meal pattern requirements as to components and portion sizes, and will maintain full and accurate records that the (sponsor) _____ will need to meet its responsibility including menu records containing the amount of food prepared and daily number of meals delivered by type.

These records must be reported to the (sponsor) _____ promptly at the end of the month. (School) _____ agrees also to retain records required under the preceding clause for a period of 3 years from the date of receipt of final payment under this agreement (or longer, if an audit is in progress); and upon request, to make all accounts and records pertaining to the Program available to representatives of the U.S. Department of Agriculture and the General Accounting Office for audit or administrative review at a reasonable time and place.

This agreement shall be effective as of (date) _____. It may be terminated by notice in writing given by either party hereto to the other, at least 30 days prior to the date of termination.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the dates indicated below:

School Official

Sponsor

Title Date

Title Date

Location of food preparation center(s):