



Important Info to Know

Ordering

- Use the current **2017-18** order sheet.
 - Older sheets include discontinued items.
- Please use **NUMBERS** in boxes.
 - Check marks or other marks can confuse volunteers preparing your order
- Print clearly and use dark pen/pencil.
- Orders **MUST** be received at FSP by 4:00 p.m. Mondays
 - This is for **DELIVERY THE FOLLOWING WEEK**

Data Recording

- You must count (or estimate) the number of snacks & meals served each day or week.
 - This info is required to secure funding
- Data **MUST** be entered (online) before the 10th day of each month
 - The Online system is easy to use.
 - Call if you have any problems.
 - You will be reminded.

Food Choices

- We cannot provide special fruits such as kiwi, grapes, strawberries, etc.
 - Because of higher costs and difficulties with shipping (they damage easily)
- Chocolate milk, cereal bars and processed cheeses or meats are not an option
- Orange Juice IS available in frozen concentrated cans only
- Food options are limited due to budget restraints and supply limitations

Delivery

- Delivery is always scheduled for the week after an order is placed.
- Most deliveries are made on Tuesday (Wednesday, if there is a long weekend)
- Delivery times can only be approximate, depending on volume, traffic and weather.

Nutrition

- **Snacks** are comprised of **TWO Food groups**
 - Including a fruit /vegetable **and** one other food group
- **Meals** (Breakfast /Lunch) are comprised of **THREE food groups**
 - Including a fruit/vegetable **and** milk/dairy **and** one other food group
- Cream Cheese is not a suitable daily “Dairy” item