



***This form must be attached to each RQ submitted for food purchases excluding food items for instructional use.***

In compliance with the Healthy Hunger-Free Kids Act of 2010, the USDA has issued nutrition standards for all foods and beverages sold to students in school during the school day, including foods sold through school fundraisers, effective July 1, 2014.

**FOR STAFF** Vendor Name  Req#

**Food/beverages will be purchased for STAFF.**  
*(Purchases for students must be separate from staff purchases)*  
Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\* OR \*\*\*

**FOR STUDENTS** Vendor Name  Req#

**Food/beverages will be purchased for STUDENTS.**  
*Check the appropriate box(es)*

<p><b>to be OFFERED to students as incentive,</b>    <b>** OR **</b> <i>(If this box is checked, stop and sign.)</i></p>	<p><b>to be SOLD to students:</b> <i>(If this box is checked, also check one box below.)</i></p> <p><b>after school.</b> <i>(If this box is checked, stop and sign.)</i></p> <p><b>** OR **</b></p> <p><b>during the school day.*</b> <i>(If this box is checked, must have Child Nutrition approval.)</i></p>
--	--

*\*School day is defined as the period from the midnight before to 30 minutes after the end of the official school day.*

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_

FOR CHILD NUTRITION USE ONLY

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

**No blanket PO will be issued for food/beverage purchases to be sold to students during the school day. If approved, these requisitions will be one-time purchases and specific food/beverage items to be sold to students must be listed on the RQ. If requested, you may be asked to provide the nutrition content data for any items being requisitioned in order to confirm compliance with nutrition standards.**