**Agreement to Provide Meals for the Summer Food Service Program**

This agreement is made and entered into between School Food Authority/University and Sponsor Organization.

Whereas the School Food Authority/University agrees to supply unitized meals Inclusive OR Exclusive of milk and juice to Sponsor Organization with and for the rates listed below:

Breakfast $     each AM/PM Snack $     each Lunch/Supper $     each

School Food Authority/University will provide meals as ordered by the Sponsor Organization during the period of Date to Date. Meals are to be served       days a week.

Sponsor Organization will order meals on  of the week preceding the week of delivery; orders will be placed for the total number of operating days in the succeeding week. The Sponsor Organization reserves the right to increase or decrease the number of meals ordered on a       hour notice, or less if mutually agreed upon between the parties to this contract.

It is further agreed that School Food Authority/University, pursuant to the provisions of the Summer Food Service Program (SFSP) 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 Organization 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 Organization promptly at the end of each week. Sponsor Organization agrees also to retain records required under the preceding clause for a period of 3 years plus the current year 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 state or federal representatives 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, at least 30 days prior to the date of termination.

Location of food preparation center(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In witness whereof, the parties have executed this agreement as of the dates indicated below:

School Official Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sponsor Official Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_