

# Sample Pre-Operational Visit Form

Site name: \_\_\_\_\_ Site number: \_\_\_\_\_

Site address: \_\_\_\_\_

Site telephone number: \_\_\_\_\_

Person to contact for use of site: \_\_\_\_\_

Type of site (check appropriate type):

- |  |   |   |                                |
|--|---|---|--------------------------------|
| <input type="checkbox"/> Recreation center | <input type="checkbox"/> Residential camp | <input type="checkbox"/> Healthcare   | <input type="checkbox"/> Other |
| <input type="checkbox"/> School            | <input type="checkbox"/> Play street      | <input type="checkbox"/> Libraries  |                                |
| <input type="checkbox"/> Church            | <input type="checkbox"/> Playground       | <input type="checkbox"/> Rural Development (RD)/Housing and Urban Development (HUD) |                                |
| <input type="checkbox"/> Park              | <input type="checkbox"/> Settlement house |   |                                |

Estimated number of children the site could serve: \_\_\_\_\_ Estimated number of needy children in area: \_\_\_\_\_

Estimated number of personnel needed to adequately control the food service: \_\_\_\_\_

Are the present facilities adequate for an organized meal service?  Yes  No

If answer is no, comments:

\_\_\_\_\_

For the estimated number of children, does the site have: Yes No

Shelter for inclement weather?	<input type="checkbox"/>	<input type="checkbox"/>
Adequate cooking facilities (if applicable)?	<input type="checkbox"/>	<input type="checkbox"/>
Adequate storage for prepared or delivered food?	<input type="checkbox"/>	<input type="checkbox"/>
Storage space for records at site?	<input type="checkbox"/>	<input type="checkbox"/>
Adequate refrigeration?	<input type="checkbox"/>	<input type="checkbox"/>
Access to a telephone?	<input type="checkbox"/>	<input type="checkbox"/>

Is this site for-profit?  Yes  No

What types of organized activities are possible or planned at this site?

\_\_\_\_\_

\_\_\_\_\_

Improvements or corrective actions needed before site operates:

\_\_\_\_\_

\_\_\_\_\_

Did the site have any deficiencies in the previous summer?

\_\_\_\_\_

\_\_\_\_\_  
 Monitor's Signature

\_\_\_\_\_  
 Date