

# Product Formulation Statement

## for Documenting *processed* New York State Food Products

A food item processed inside or outside New York State (NYS) comprising of over 51 percent agricultural raw materials grown, harvested, or produced in NYS, by weight or volume is considered a NYS Food Product. **To document such processed items as NYS Food Products, School Food Authorities must maintain:**

- a copy of the product label that includes product ingredients, date of production and batch/run identification as applicable
- any product formulation statement or CN label for meal pattern crediting in Child Nutrition Programs as applicable
- the following applicable information on processing company letterhead signed by an official company representative

Processor Name: <span style="color: red;">Processing Company only -i.e. not distributor</span>						
Product Name:	<span style="color: red;">Use to identify product on invoice/packaging</span>					
Product Code:						
Product Batch/Run #:	<span style="color: red;">Indicate "ALL" or similar if applicable or indicate batches/runs/dates if not all meet NYS product criteria</span>					
Production Date(s):						
NYS Ingredient Name	NYS Ingredient Business/Farm of Origin Information	Amount of NYS Ingredient <sup>1</sup>				
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;">Name</th> <th style="width: 20%;">City</th> <th style="width: 20%;">State</th> <th style="width: 30%;">Zip Code</th> </tr> </table>	Name	City	State	Zip Code	
Name	City	State	Zip Code			
Only NY ingredients, other ingredients do not have to be listed.	Needs to list the business/farm and NY location(s) of ingredients	List amount by weight or volume, not a %				
		Ensure math is done correctly				
Total amount of all NYS ingredients <sup>1</sup>						
Total amount raw product <sup>1</sup>						
Percent of NYS ingredients in product <sup>2</sup>						

\*If NYS ingredient is a processed product, an additional product formulation statement is required for that item

<sup>1</sup>Amount in batch/run listed consistently by either weight or volume  
<sup>2</sup>Total amount of NYS ingredients ÷ Total amount of raw product x 100

I certify the above information is true and correct and that the product identified above is comprised of over 51 percent agricultural raw materials grown, harvested, or produced in NYS, by weight or volume.

Must be signed by **processor**

\_\_\_\_\_  
Signature of Official Company Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone Number

*For further guidance, please visit <http://www.cn.nysed.gov/content/additional-state-subsidy-purchasing-new-york-state-food-products>.*