



Office for Prekindergarten through Grade 12 Education
Child Nutrition Program Administration / Summer Food Service Program
89 Washington Avenue-375 EBA, Albany, NY 12234-0055
Tel (518) 486-1086 Fax (518) 474-9920
Web address www.nysed.gov/cn/cnms.htm

Request to Waive Unitized Meal Requirement

A Food Service Management Company (FSMC) that contracts to prepare SFSP meals must provide unitized meals for the SFSP sponsor's site(s) unless the State Education Department (SED) has approved a waiver of the unitized meal requirement. The unitized meal requirement specifies that the meal components (except the milk or juice) must be portioned, packaged, delivered and served as a single unit. Milk or juice, which may be packaged and provided separately, must be served with the meal unit and only such complete meals are reimbursable. The sponsor must request the waiver before advertising for bids (7CFR 225.6(h)(3)).

_____ requests a waiver to the unitized meal requirement for contract period
Sponsor Name _____
beginning _____.

Please describe:

Meal delivery procedure: _____

Meal assembly procedure: _____

Meal serving procedure: _____

Will Offer versus Serve (OVS) be implemented? Yes No

This meal delivery, assembly, and service procedure must be included as a part of the contract between the SFSP sponsor and the vendor.

Signature of SFSP Authorized Representative

Date

Signature of Vendor's Authorized Representative

Date

SED Approval

Date

SED's approval of this waiver is for the length of the contract and any extension.

This institution is an equal opportunity provider.