THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234



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	e unitized meal requirement for contract perio	d
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 sponsor and the vendor.	ded as a part of the contract between the SF	SF
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.