



**NUTRITION SERVICES DEPARTMENT**

**Food Item Approval Request**

This form and other documentation must be submitted to Nutrition Services to determine if the food item you want to sell meets the California Smart Snacks in Schools standards. Unapproved food sales that compete with cafeteria sales are prohibited by law from midnight through 30 minutes after the school day and could include after-school programs. If you are selling a catalogue of items, you must include the requested documentation from each food item listed in the catalog and a copy of the entire catalogue. All food sales must be approved 30 days prior to your sale.

Date Sent: _____	Date Received: _____
Contact Person: _____	
Contact Phone: _____	Nutritionally Compliant?      YES      NO
Contact Email: _____	
Campus location of sale: _____	In Competition with Federal Programs?      YES      NO
Organization benefiting from sale: _____	
School Site: _____	Approval of Fiscal Services?      YES      NO
Time of day item will be sold: _____	
Date(s) sales will occur: _____	Final Approval      YES      NO
Product name: _____	Nutrition Services: _____ Date: _____
Manufacturer: _____	
Product Description/Category: _____	Fiscal Services: _____ Date: _____
Size of package: _____	
Servings per package: _____	
Serving size in grams (g): _____	

NOTES:

Please mail or email the required documents listed below to Jill Van Dyke/Nutrition Services/Winona or [jill.vandyke@twinriversusd.org](mailto:jill.vandyke@twinriversusd.org) :

1. Food Item Approval Request - complete with product specifications
2. Copy of the actual nutrition label
3. Copy of the actual list of ingredients
4. Copy of the actual front label

You will be informed by Fiscal Services if your food item has been approved. Your approval process will include a copy of this form as your authorization to sell the food items and must be available upon request.

Thank you for your cooperation,  
Jill Van Dyke, Director of Nutrition Services  
566-1600 ext. 50500