

## SFSP Purchasing Inquiries

All Summer Food Service purchasing inquiries should be directed **in writing** to the following:

[john.shook@dhs.arkansas.gov](mailto:john.shook@dhs.arkansas.gov)

Your inquiries will be responded to in a consolidated question and answer format; to be provided to all Summer Food Service sponsors in a 2015 training supplement to be issued on or before May 1, 2015.

**You must include all of the following information as a preface to your written inquiry, so that we may best be positioned to address your specific scenario.** *Please utilize this template to formulate your inquiry.*

Sponsor Name and Agreement #:

Sponsor Mailing Address:

Planned Counties To Be Served:

Number of Planned Feeding Sites:

Projected Average Daily Attendance (All Sites):

Projected Number of Lunches (Entire Summer):

Projected Number of Suppers (Entire Summer):

Projected Number of Breakfasts (Entire Summer):

Projected Number of Snacks (Entire Summer):

Name and E-mail of Sponsor CEO & CFO

2014 Meal Provision Method (Include a 2014 Vendor Listing) and 2015 Anticipated Meal Provision Method:

[Self-Prep (grocer purchase), School Food Service Authority, Vended Food Service Company, Donated, Other, etc.]

**Sponsor Purchasing Inquiry (Please provide as much background and detail as possible):**

**Thank you 😊**

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