

SEE BID/RFP DOCUMENT FOR INSTRUCTIONS ON WHERE TO SEND SAMPLES, PROPER LABELING AND DETAILS.

**SAMPLE NOTIFICATION FORM
SAMPLES FOR RFP/BID#240902**

INSTRUCTIONS:

1. Complete form.
2. E-mail Kanisha Simmons at ksimmons3@ecsdfi.us the completed form along with Nutrient Content and Specifications to Procurement Department., copy to Katherine Dixon email to: kdixon2@ecsdfi.us and Jasper Simmons at jsimmons1@ecsdfi.us and Patrick Thompson at PTompson@ecsdfi.us

1. NAME OF ITEM: _____

2. ESCAMBIA COUNTY RFP/BID NUMBER: _____

3. ITEM NUMBER ON RFP/BID: _____

4. PRODUCT CODE NUMBER: _____

5. PACK SIZE: NET WEIGHT _____

NUMBER OF PORTIONS PER CASE: _____

PORTION SIZE: _____

6. NAME OF PACKER IF OTHER THAN BRAND NAME: _____

7. WHAT COUNTRY WAS THIS PRODUCT PACKED IN: _____

8. NUTRIENT ANALYSIS/LABEL: Attach to this form

9. SPECIFICATIONS: Attach to this form

10. EXPECTED DELIVERY DATE TO DISTRICT'S WAREHOUSE: _____

11. CONTACT PERSON: _____

12. COMPANY NAME: _____

13. NAME ON SHIPMENT CONTAINER (If different from above): _____

14. PHONE NUMBER: _____ FAX NUMBER: _____

15. EMAIL ADDRESS: _____

_____ The above sample has been approved for purchase by the Escambia County School District.

_____ The above sample was not approved for purchased by the Escambia County School District for the following reason(s):

FOOD PRODUCTS SHOULD BE SENT TO:

Escambia County School District Central Warehouse
51 E. Texar Dr.
Pensacola, Florida, 32503
RFP#240902 – Food Processing: USDA Commodities
**Warehouse Phone Number for Delivery Schedule
or Carrier Ticket: 850-469-5321**

MARK OUTSIDE OF BOX: **Sample Product for Approval**