

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

**SAMPLE NOTIFICATION FORM  
SAMPLES FOR ITB #251502**

**INSTRUCTIONS:**

1. Complete form.
2. E-mail Jaiden Shellenberger at [jshellenberger@ecsdfl.us](mailto:jshellenberger@ecsdfl.us) the completed form along with Nutrient Content and Specifications to Procurement Department., copy to Katherine Dixon email to: [kdixon2@ecsdfl.us](mailto:kdixon2@ecsdfl.us) and Jasper Simmons at [jimmons1@ecsdfl.us](mailto:jimmons1@ecsdfl.us) and Patrick Thompson at [PTompson@ecsdfl.us](mailto:PTompson@ecsdfl.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  
Bid #251502 – Frozen Dessert Novelties for Direct Delivery  
to School Cafeterias  
**Warehouse Phone Number for Delivery Schedule  
or Carrier Ticket: 850-469-5321**

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