

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

**SAMPLE NOTIFICATION FORM
SAMPLES FOR ITB #261602**

INSTRUCTIONS:

1. Complete form.
2. E-mail Jaiden Shellenberger at jshellenberger@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 jimmons1@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. DOES THIS PRODUCT MEET THE NATIONAL SCHOOL LUNCH PROGRAM BUY AMERICAN PROVISION? _____
 - a. IF YES, PLEASE PROVIDE SUPPORTING DOCUMENTATION.
8. WHAT COUNTRY WAS THIS PRODUCT PACKED IN: _____
9. NUTRIENT ANALYSIS/LABEL: Attach to this form
10. SPECIFICATIONS: Attach to this form
11. EXPECTED DELIVERY DATE TO DISTRICT'S WAREHOUSE: _____
12. CONTACT PERSON: _____
13. COMPANY NAME: _____
14. NAME ON SHIPMENT CONTAINER (if different from above): _____
15. PHONE NUMBER: _____ FAX NUMBER: _____
16. 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 #261602 – Miscellaneous Food Item

**Warehouse Phone Number for Delivery
Schedule or Carrier Ticket: 850-469-5321**

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