REPORT OF USDA DONATED FOOD LOSS

IF LOSS IS $2,500 OR MORE RETURN TO:
Arizona Department of Education, Child Nutrition Programs
Food Distribution Program
1535 W. Jefferson Street Bin #7, Phoenix, AZ 85007
Telephone (602) 542-8700 or Fax (602) 542-3818 or 542-1531

Claim No:_____

Please complete front and back

School/Agency_____ CTD#_____

Address_____ City_____ State_____ Zip_____

Telephone Number_____ Contact_____

1. Nature of loss/damage (check type)
   _____Contamination _____Refrigeration
   _____Infestation _____ Theft
   _____Fire (is insurance provided?___)_____ Other (explain)_____

2. Describe how loss occurred: _____

3. Location(s) where commodities are stored:_____

4. Describe disposition of USDA Donated Food(s):_____

5 Action taken to avoid reoccurrence of this loss/damage:_____

_____ _____ _____
Signature of Principal or Administrator *Title* *Date*

OFFICE USE ONLY

Total Dollar Value of Loss $_____ (Bonus_____Entitlement_____) Claim_____ No Claim_____

Year of Loss_____ Action Recommended by Food Distribution_____

_____ _____
Food Distribution Authorized Signature Date

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Please complete columns 1-10

(1) USDA Donated Food	(2) Com Code	(3) Package Size	(4) Contract # on Case or Sack	(5) Date Received	(6) Condition When Received	(7) Date of Loss	(8) Last Temp and Date Recorded Before Loss Occurred	(9) Frequency of Inspection	(10) Quantity Lost or Damaged	*OFFICIAL USE ONLY* USDA Wholesale Price per Case	Replace-ment Value per Quantity Cost	Section Number
									TOTAL DOLLAR VALUE	$		

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