

## PRE-OPERATIONAL SITE VISIT FORM

---

Sponsors are required to visit potential new meal sites and prior year sites that had operational problems no more than 3 months prior to the proposed first-day of meal service. All items on this form must be completed.

1. Sponsor Name: \_\_\_\_\_
2. Site Name: \_\_\_\_\_
3. Site Address: \_\_\_\_\_  
*(Physical location)*                      *(City)*                      *(Zip code)*
4. Has this site been visited by a Sponsor Representative?                      Yes \_\_\_\_                      No \_\_\_\_
5. List the number of children for which this site has the capability and facilities to accommodate and serve: \_\_\_\_\_
6. Does the proposed site appear to be safe, clean and appropriate for children?                      Yes \_\_\_\_                      No \_\_\_\_
7. Is this the first time you will be serving meals at this site?                      Yes \_\_\_\_                      No \_\_\_\_
8. Is the meal site indoors, outdoors or both? (Circle one answer)
9. List the name of the school that will qualify this meal site: \_\_\_\_\_

**By signing below, I certify that I have visited the above described location and that all the information recorded above is true and correct. I understand that this information is being given in connection with the receipt of Federal funds and that deliberate misrepresentation or withholding of information may subject me to prosecution under applicable State and Federal criminal statutes. I further certify that all meals will be made available, free of charge, without regard to race, color, national origin, sex, age, or disability.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name of Person who Visited the Site

\_\_\_\_\_  
Title of Person who Visited the Site