



Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

Food Service Management Company and Vended Meal Vendor Application for Registration

This form is to be completed by organizations that want to register with the Indiana Department of Education (IDOE) as a Food Service Management Company (FSMC) or Vended Meal Vendor. IDOE, currently, does not require registration for FSMCs and Vended Meal Vendors to respond to solicitations. The list of registered FSMCs and Vended Meal Vendors will be made available to all School Food Authorities (SFAs) and Residential Child Care Institutions (RCCIs) conducting solicitations for services. Registered FSMCs and Vended Meal Vendors are made available for informational purposes and does not imply endorsement by IDOE or the United States Department of Agriculture (USDA). Registered FSMCs will receive five (5) preference points in the scoring of Request for Proposals.

Completed applications must be sent to the IDOE Office of School and Community Nutrition, attention: SCNProcurement@doe.in.gov.

I. Registration Status

Check the box for what service your company will provide:

FSMC

Vended Meals Vendor

Both

II. Company Identification

Legal Company Name, Website, and Address (Street, City, State and ZIP Code):

Contact Person Name, Title, Telephone, Fax, Email:

III. Corporate Profile

Is the Company incorporated? NO YES (If YES, give month, year and state Incorporated).



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List other names your company is presently using or has used in the past twenty-four months.

Check the boxes for all programs the FSMC or Vended Meal Vendor operates:

- | | |
|--|---|
| <input type="checkbox"/> National School Lunch Program (NSLP) | <input type="checkbox"/> Summer Food Service Program (SFSP) |
| <input type="checkbox"/> Child and Adult Care Food Program (CACFP) | <input type="checkbox"/> A la Carte |
| <input type="checkbox"/> School Breakfast Program (SBP) | <input type="checkbox"/> After School Snack Program (ASSP) |

IV. Personnel Profile

List the name and title of individuals from the company authorized to sign contracts:

List all individuals who are owners, officers, local area representatives, consultants, and any other individuals with at least five percent (5%) financial interest in the food service management company and provide the following information for each: Name and Title:

Name

Title

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V. Additional Information

Do any SFAs or RCCIs currently under contract with your company share a food service director? NO YES

If YES, identify the school districts, the Food Service Director, and any other management employees provided by the food service management company.



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List the names of all SFAs and RCCIs that have had consulting contracts with your company in the last three years:

Year	School District
_____	_____
_____	_____
_____	_____

List any other states where your company or any of its subsidiaries have food service management contracts with schools.

Have any SFAS/RCCIs operating under contract with your company ever had any findings assessed against them?
NO YES

If you answered the previous question in the affirmative, please identify below the school district(s) involved, dates of the findings, FSMC manager, and describe in detail the findings assessed and actions your company took to correct the matter.

Does a representative or employee of your FSMC or Vended Meal Vendor agree to follow IDOE procurement process? This will include not discussing current detailed contract information and or cost analysis information with any SFA prior to the SFA beginning the RFP process. NO YES

Has any representative or employee of your FSMC or Vended Meal Vendor had detailed communication with any SFA or RCCI that intends on entering a FSMC or Vended Meal Vendor contract within the next year? NO YES
(If YES, please provide the name of the SFA, Name of the SFA Representative or Employee, Contact Information, and details of communication).



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Enter any additional information here:

If awarded a contract, the FSMC or Vended Meals Vendor agrees to operate in accordance with Child Nutrition Program regulations. It is required that all FSMCs and Vended Meal Vendors must comply with State and Federal guidelines.

I CERTIFY that the information supplied on this application is true, complete and correct to the best of my knowledge. Any false statement or misrepresentation may be punishable by law (18 U.S.C. 1001).

Name of authorizing FSMC or Vended Meal Vendor company official (Print)

Title of authorizing official

Signature of authorizing official

Date