



Michigan Department of Education
Office of Health and Nutrition Services Child Nutrition Services

Website: www.michigan.gov/cacfp Phone 517-241-5353 Email: MDE-CACFP@michigan.gov	Child and Adult Care Food Program (CACFP) Record of Milk Purchases
Sponsor Name:	Agreement #
Facility Name (if applicable):	Month/Year:

Milk Receipt Date	Vendor Name	Number of Gallons Purchased	Directions
			<p>#1. Record the milk receipts by filling in the date the milk was purchased, the vendor's name, and the number of gallons purchased/donated for the month on the table.</p> <p>#2. At the end of the month, total the number of gallons purchased.</p> <p>#3. Multiply the total number of gallons purchased by 21 (estimated number of 6-ounce servings/gal) OR multiply by 25.6 (estimated number of 5-ounce servings/gal in blended age classrooms) to get the total number of servings purchased.</p> <p>#4. Total the number of breakfasts, lunches, suppers, and, as applicable, snacks (only include snacks if the majority or all of the snacks include milk served). Record these consolidated numbers into the empty fields labeled "Total number of Breakfast, Lunch, Supper, and as applicable, snack served".</p> <p>#5. Compare the total number of meals served to the number of servings of milk purchased.</p> <p>#6. If the total milk servings purchased is greater than or equal to the Total Meals with Milk Served, then enough milk was served.</p> <p>**The amount purchased should be greater than or equal to the amount of meals claimed.**</p>
Total Number of Gallons:			

Total Breakfasts Claimed	
Total Lunches Claimed	
Total Suppers Claimed (if applicable)	
*Optional: Number of Snacks Claimed (if Served Milk as a Required Component)	
Total Number of Meals with Milk Served	
Total Milk Servings purchased	
Was enough milk purchased during the month?	<input type="checkbox"/> YES <input type="checkbox"/> NO