Office of Nutrition Services
Summer Food Service Program

Pre-Operational Site Visit Form

Visit Date:	Monitor Name:
Site Name:	Site # (NexSys):
Site Address:	
Site Contact Name:	Site Contact Number:

SITE INFORMATION-CHECK ALL THAT APPLY			
New Site ☐	Apartment Complex ☐	Camp ☐	Church ☐
Site With Previous Issues ☐	Community Center ☐	Library ☐	Playground/Park ☐
Rural Non-Congregate ☐	Mobile Home Park ☐	School Building ☐	Housing and Urban Development ☐

Estimated number of children in the area:
Estimated number of children the site will serve:
Estimated number of personnel needed to adequately control food service:
Anticipated dates of site operation Start: End:
Anticipated type and time of meals served

Breakfast	Lunch	Snack	Supper
Start:	Start:	Start:	Start:
End:	End:	End:	End:

FACILITIES	YES	NO
For the estimated number of children indicated above, does the site have:		
Shelter from inclement weather?		
Adequate cooking facilities (if applicable)? **N/A** ☐		
Storage for prepared or delivered food?		
Storage space for records at the site?		
Access to refrigeration?		
Access to a phone?		
Access to the internet?		
Is this site within a quarter mile of another SFSP site?		
If yes, explain why an additional site is necessary in the area:		

MISCELLANEOUS

Describe the meal service model (e.g., multiple meal distribution, congregate vs. non-congregate, etc.) and list the location of the Meet Up and Eat Up poster and the And Justice For All Poster:

List any improvements or corrective actions needed before this site operates:

SIGNATURE

Monitor Signature:	Date:	Time: