OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION
Child Nutrition Services
Old Capitol Building
PO BOX 47200
OLYMPIA, WA 98504-7200
(360) 725-6200 TTY (360) 664-3631

AGREEMENT NO.

SIMPLIFIED SUMMER FOOD PROGRAM
FIELD TRIP NOTIFICATION

The sponsor must notify the Office of Superintendent of Public Instruction (OSPI) of field trips planned for site(s) at least 24 hours in advance of the field trip. Field trips that did not receive prior approval from OSPI will be considered as meals consumed off-site and meals will not be eligible for reimbursement. If you know your scheduled field trips at the time of application, please include them here or attach a calendar/schedule if it contains the necessary information as indicated below.

Site(s) will have field trips? ☐ Yes ☐ No

If yes, list the following information per site: site name, date of field trip, location of field trip, time of meal service, description of meal service (breakfast, lunch, or snack):

Site Name	Date of Field Trip	Location of Field Trip	Type of Meal Service	Time of Meal Service

NOTE: If the site is "open", you must also maintain food service at the open site. By signing this form you are certifying that meals will be available at the open sites as well as having the meals you plan to take on the field trip.

I certify that the information contained on this application is true and correct to my knowledge.

Name of Sponsor

Signature of Sponsor Official | Title | Date