

REQUEST FOR NEW PRODUCE ITEMS

Items marked with an asterisk are required

***Requested by: (Activity Name):** _____

***Contract #**_____

***CONUS (USA Stateside) or OCONUS (overseas) Request**_____

***Troop Support (STORES) _____ or School Lunch/Tribe (USDA FFAVORS)?** ____

DLA Stock # LSN (if available): _____

Vendor Part/Item # _____

***Complete Item Description:**_____

***Form (whole, chopped, sliced, diced, etc.)** _____

***Does this item require refrigeration?** _____

***USDA Grade (If none state none):** _____

Manufacture/Brand Name (if available): _____

Cost: Per Case: \$ Dist. Fee _____ Total Cost _____ Per Package

***Vendor's Unit of Measure (most important as **this is how the vendor prices the item for sale** (i.e. cs, co, pg, lb) _____**

DLA Unit of Issue (How many individual units are contained within the Vendor Unit of Measure, (usually determined by cataloger). _____

Package Size: _____

***Case Weight: _____ Count Per Case (If Used)_____**

Pack: Bulk _____ Individually Wrapped Portions _____

Item: Fresh _____ Chilled/Processed _____ Other_____

Estimated Monthly Usage: _____ Cases per month

Comments: Note: Provide a copy of this request to your DLA Catalog Account Manager to expedite stockage of the items desired.