



Vermont Foodbank

Gather Share Nurture
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(802) 476-3341

MONTHLY REPORT OF USDA FOODS DISTRIBUTION (Form TEFAP-1)

This report is to be kept on file at your agency for three years. It will be checked by Foodbank personnel at yearly monitoring visits.

Report for month of _____ Date ____ / ____ / ____ Name of Agency _____

Product	Cases on Hand (start of month)	Cases Received	Cases Distributed	Cases in Inventory (end of month)

If any cases were lost this month (due to expiration, spoilage, damage, theft or other reason), please note the situation here, describing the number of cases lost & the reason. Continue on back of form, if needed:

Total cases distributed this month _____

Number of households served USDA Foods this month _____

Number of people served USDA Foods this month _____

Person completing this form _____