DATE

To Whom This May Concern,

Please be advised that our school, [SCHOOL NAME], (OGS Vendor Code) will be participating in the USDA NYS Kosher Commodities Co-op, with regard to the OGS Food Distribution for the 2022-2023 school year.

If you have any further questions, please reach out to me at PHONE NUMBER/EMAIL.

Respectfully,

Name

Title

SFA Director