Agreement Number: _____

CACFP Food Service Contract NS-404-G
Attachment D– Amendment to Food Service Contract
Revised March 2019

Amendment to Food Service Contract

Changes made to the original Food Service Agreement (e.g. meal or delivery price, number or type of meals or food provided, addition of site(s), etc.) must be approved by the Nebraska Department of Education. Complete this form to report changes that do not increase the contract value by more than 10% of the original contract amount.

If the change to the agreement results in a 10% or greater change in cost, this amendment form is not sufficient; the CACFP sponsor must resolicit bids from qualified vendors and create a new agreement with the selected vendor. Costs that exceed the original amount of the contract are unallowable if proper procurement is not completed or amendments are not approved by NDE.

The CACFP Authorized Representative will attach a copy of the edited, initialed and dated page(s) of the original contract to this form OR will provide a detailed description of the changes being made in a separate document. Completed forms should be sent to a CACFP Program Specialist.

By signing, both the Authorized Representative and Food Vendor agree to amend the original Food Service Contract as outlined in this form.

_____ _____

Signature of the CACFP Authorized Representative Date Signed

Print CACFP Authorized Representative Name _____

_____ _____

Signature of the Food Vendor Date Signed

Print Food Vendor Name _____

NDE USE ONLY
Original Contract Effective Date: _____ Amendment Effective Date: _____
NDE Approval: _____