

MEMORANDUM OF UNDERSTANDING

Welcome to Wendell H. Ford Regional Training Center

Your food service provider is Southern Foodservice Management. This MOU is designed to help you plan your meals while you are training at the center.

General Information

Yours:

Organization	
Address	
City, State, Zip	
Contact Person	
Phone Number/Fax	
Email	

Ours:

Wendell H. Ford: MSG James Savage Email: james.e.savage6.mil@mail.mil
502-607-7404 cell: 270-860-4202

Southern Foodservice Management: Rosa Stidham
502-607-7946 fax: 502-607-7944

Ordering Information

- **When to book your meal plan:** Minimum 15 days in advance of your first meal (submit this MOU).
- **Confirmation:** please confirm your meal plan 5 days in advance of your first meal.
- **Changes:** revisions to your meal plan should be made 48 hours in advance.
- **Reason:** This MOU and meal plan will be used as a basis for purchasing, scheduling and preparation and helps us control your cost.
- **Charges:** Accurate meal estimates are crucial. Charges will be for actual meals requested or actual meals served, whichever is higher.

Hours of Operation

Breakfast 0530-0730, Lunch 1100-1300, Dinner 1700-1900

Cost Per Meal

Buffet:	Breakfast	\$10.77	Lunch	\$10.77	Dinner	\$10.77
Field Feeding:	Breakfast	\$8.55	Lunch	\$8.55	Dinner	\$8.55
Box Meal:	Box Breakfast	\$8.55	Box Lunch	\$8.55	Box Dinner	\$8.55

Payment

- **Method:** (check the method you are using)

Invoice	Cash	Credit Card	Check	Other
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- **Terms and Conditions:** Customer understands that payment must be made in full prior to your departure from the center unless other arrangements have been coordinated.

- **Remittance Information:**

Southern Foodservice Management, Inc.
MSC #502
P.O. Box 830469
Birmingham, AL 35283
TIN # 63-0315905
ABA Routing # 083000108
Account # 3160702849

Notes

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Acknowledgement

I have read, understand and agree to the arrangements as stated.

Signature of Customer

Date

Signature of COR

Date

Signature of Southern Foodservice Management, Inc

Date

Meal Commitments

Dates					Unit			
SECTION A – MENU A (HOT MEAL)								
MEAL	DATE	DATE	DATE	DATE	DATE	DATE	DATE	DATE
BREAKFAST								
LUNCH								
DINNER								
SECTION B – MENU B (BOX MEAL)								
BREAKFAST								
LUNCH								
DINNER								
SECTION C – MENU C (FIELD MEAL)								
BREAKFAST								
LUNCH								
DINNER								
REMARKS								
SIGNATURE					DATE			