

TEFAP Food Loss

TEFAP foods may not be disposed of without the approval of Three Square.

Why?

The USDA and NDA require that we notify them when we dispose of TEFAP foods valued over \$500. Three Square must have written authorization from NDA to dispose of TEFAP foods.

How do I report TEFAP food loss?

Fill out the TEFAP Food Loss Form on the day you receive the damaged or spoiled food item (s). The Agency Services team will respond to your email with next steps within 24 business hours. While you wait for a response, set aside the damaged and/or spoiled foods.

Note: For mobile distributions, please call Agency Services Manager, Rielly Dumford at 725-780-5200 or Director of Distribution, Tai McIntosh at 702-280-4873.

Name of the damaged or spoiled food item:

Quantity (i.e. bags, cases, boxes, etc.):

Date it was received (which is ideally the same day that we are being notified):

Description (i.e. specifically what is wrong with the food item):

Pictures of the damaged product (s):



SUBMIT

