

MO USDA Foods Expo Registration Form

PROCESSORS/BROKERS



The USDA Food Expos are an opportunity for food service directors (FSD)/head cooks to meet with DESE – Food and Nutrition Services (FNS) and learn more about the USDA Donated Foods (DF) Program offered in Missouri. The USDA Food Expos will be held **February 10-12, 2016**. Each USDA Food Expo will consist of three sessions:

- 1. Roundtable Discussions 2. Informational Meeting/Presentation 3. Food Show/USDA Foods Packet Help Session**

Processors/Brokers are encouraged to take advantage of the Roundtable Discussions. Three discussions, 12-15 minute visits, are assigned to each attendee. Each Roundtable will have approximately 5-8 attendees (depending on # of sign-ups) and a processor/broker as the 'lead' of the discussion. **If you would like to lead a Roundtable discussion, sign up below so we can schedule attendees to meet with you.**

An opportunity to showcase/sample approved products will occur during the food show portion of the USDA Food Expo. ***ONLY APPROVED ITEMS AVAILABLE THROUGH DESE – FNS MAY BE SAMPLED DURING THE USDA FOOD EXPO.*** Processors will be allowed a *maximum* of one table per USDA Food item (beef, pork, chicken, cheese, turkey, etc.) Processors must provide their own chafing dishes, heat source (sternos), serving utensils, and any sampling supplies needed. If electricity is needed, please indicate below. Processors are allowed to hand out nutritional information, individual sheets of approved items, and business cards. **No POS/handouts are allowed** (examples: information about unapproved items, stuffed/squishy animals, key chains, pens, etc.) A contact for each location is listed below each USDA Food Expo site should you need to arrange sending materials in advance.

Registration is FREE, but required. Deadline is January 29, 2016.

Indicate the USDA Food Expo(s) you will attend (click the button next to each site attending).

Only complete table and electricity information ONCE for EACH processor.*

**Only applicable if multiple people will be attending a site for the same processor.*

Waynesville Career Center, Waynesville – Wednesday, February 10, 2016.

Registration: 9:00 – 9:30 a.m., **Round Table Discussion:** 9:30 – 10:15 a.m., **Meeting:** 10:30 – 12:00 p.m., **Show/Help:** 12:00 – 1:30 p.m.

Contact: Deanna House, FSD, 573-774-6499 dhouse@waynesville.k12.mo.us

Roundtable Leader: YES NO

Number of Tables: _____ **Electricity:** YES NO **If yes, how many outlets:** _____

Osage Trail Middle School, Fort Osage, Independence – Thursday, February 11, 2016.

Registration: 10:00 – 10:30 a.m., **Round Table Discussion:** 10:30 – 11:15 a.m., **Meeting:** 11:30 – 1:00 p.m., **Show/Help:** 1:00 – 2:30 p.m.

Contact: Brenda Dwyer, FSD, 816-650-7207 or bdwyer@fortosage.net

Roundtable Leader: YES NO

Number of Tables: _____ **Electricity:** YES NO **If yes, how many outlets:** _____

Francis Howell Central High School, St. Charles – Friday, February 12, 2016.

Registration: 9:00 – 9:30 a.m., **Round Table Discussion:** 9:30 – 10:15 a.m., **Meeting:** 10:30 – 12:00 p.m., **Show/Help:** 12:00 – 1:30 p.m.

Contact: Karin Mann, FSD, 636-851-6194 or karin.mann@fhdschools.org

Roundtable Leader: YES NO

Number of Tables: _____ **Electricity:** YES NO **If yes, how many outlets:** _____

First Name: _____ **Last Name:** _____ **Title:** _____

Processor/Brokerage: _____

E-Mail Address: _____ **Phone:** _____

Please complete the USDA Food Expo Registration Form and E-Mail the saved form as an attachment to:
donatedfoods@dese.mo.gov

Directions to the USDA Food Expos can be found on the [DESE – FNS, USDA Foods](#) webpage
For questions or additional information, contact DESE – FNS at 573-751-2646

★★ PLEASE COMPLETE A SEPARATE REGISTRATION FORM FOR EACH PERSON ATTENDING★★