Farm-to-Hospital Sales Checklist

A farm-to-hospital sales checklist for farms exploring sales to hospital food services. It covers buyer requirements, safety, supply, paperwork, and delivery before approaching a hospital.

Farm / unit: _____ Date: _____ By: _____

ITEM	OK	FIX	N/A
Find the food service contact	☐	☐	☐
Learn the hospital's buying process	☐	☐	☐
Ask about vendor requirements	☐	☐	☐
Check food safety documents needed	☐	☐	☐
Confirm insurance requirements	☐	☐	☐
Match supply to hospital needs	☐	☐	☐
Prepare price list and samples	☐	☐	☐
Plan delivery and receiving	☐	☐	☐
Set up invoicing and payment	☐	☐	☐

NOTES / REPAIRS NEEDED

TIP Ask the hospital's food service director about vendor approval rules early, since they often differ from other buyers.

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