Transport Sheet

Date		☐ Breakfast	OVS: ☐ Yes ☐ No
Site		☐ Lunch	

Production Kitchen							Serving Site		
Menu:				Number of Meals Ordered			Number of Meals Served		
				Student Meals			Grade Group: _____		
				Adult Meals			Adults		
Menu Item	Planned Serving Size	Planned/Actual # of Servings Prepared	Planned/Actual Quantity Prepared (in purchase units)	Crediting / Veg. Subgroup	Time Carts are Loaded	Temp When Carts are Loaded (°F)	Temp at Arrival (°F)	Temp at Meal Service (°F)	Leftovers

Completed transport sheets for each day of meal service will be kept on file at: ☐Central Kitchen ☐Serving Location ☐Both

May 2018