{Company Letterhead / Logo}

TO: Lauren Griswold

Local Food Access & Farm to Institution Program Director

Vermont FEED & NOFA-VT

laureng@nofavt.org

{Date}

Dear Lauren:

With this letter, we attest that the following products are considered Vermont local, under the [**Raw Agricultural Product**](https://agriculture.vermont.gov/sites/agriculture/files/doc_library/Local%20Definition%20One%20Pager%20AOE%20FEED.pdf) category. As such, purchase of the following products by Vermont schools will count towards their eligibility for the Local Foods Incentive grant program. This letter qualifies the following products for School Year 23-24.

* Product A
* Product B
* Product C
* *If there is a long list, include as an attachment or addendum*

This determination is made on the basis that the products aforementioned were derived from an animal that was raised for a substantial period of its life in Vermont (meaning the animal lived in Vermont for at least one third of its life or one year.)

* I attest that the above statement is true.

Additionally, the aforementioned food products meet at least one of the following criteria:

* The product(s) listed above are derived from animals slaughtered in {Town}, Vermont.
* The product(s) listed above are derived from animals that were slaughtered out of state after producer conducted due diligence to secure appointments at Vermont slaughterhouses.

{Optional personal statement.}

Sincerely,

{Signature}

{Name}

{Title}

{Business/Company}

{Phone}

{Email}