Prior to leaving for summer break, please remember to provide your Business office with the "Summary Value By Distribution" report" for School Year 2018-19. Log-in to your account through the OGS Food Distribution website:

https://online.ogs.ny.gov/GDFNet/Login.aspx?ReturnUrl=%2fGDFNet%2fdefault.aspx

NSLP Schools: Remember to include dollar amounts for both Processing and the DoD Fresh Fruit & Vegetable program. DoD information is located here: <a href="https://www.fns.usda.gov/fdd/fresh-fruits-and-vegetables-order-receipt-system-ffavors">https://www.fns.usda.gov/fdd/fresh-fruits-and-vegetables-order-receipt-system-ffavors</a>.

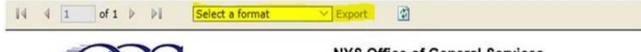
Navigate to:

## Reports>Summary Value by Distribution.





## Select a Format and choose "Acrobat (PDF) File" and then click "Export"



NYS OFFICE OF GENERAL SERVICES

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SUMMARY VALUE BY DISTRIBUTION FOR 2018 - 2019