



Outreach + Intake Checklist

Clarity, control, confidence.

What you get

- Menu + current selling prices
- Recipe / ingredient lists (rough notes are fine)
- Portion sizes and yields
- Supplier invoices or price lists (photos OK)
- Allergen/PPDS details for prepacked items
- Current SOPs/logs (if any)
- Preferred turnaround date



Outreach + Intake Checklist

Clarity, control, confidence.

What you get

- Menu + current selling prices
- Recipe / ingredient lists (rough notes are fine)
- Portion sizes and yields
- Supplier invoices or price lists (photos OK)
- Allergen/PPDS details for prepacked items
- Current SOPs/logs (if any)
- Preferred turnaround date