The following documents must be submitted and reviewed by *insert applicable approving person or department example - Quality Control Department* before Vendor Approval can be granted. All documents provided will be treated as confidential and only used to support the approved supplier requirement of our Food Safety Program.

* **Letter of Continuing Guarantee**: Stating that products provided meet all government requirements as mandated by the Federal Food, Drug and Cosmetic Act, including the current GMP’s (21 CFR 110).
* **Product Specifications:** To include description of product, ingredient declaration, applications, typical analysis, packaging and shelf-life.
* **Current Kosher Certification (if applicable)**
* **Sample of a typical Certificate of Analysis (COA):** A COA will be required for all lots contained in each shipment. COA is to be submitted prior or upon arrival of shipment. COA will show analytical results of physical and chemical parameters to be met (including methods of analysis).
* **Copy of last 3rd party inspection**
* **When necessary, (ex: Small Business Supplier), complete, sign and date** *insert Company Name and applicable document # .*