

**Willamette Farm and Food Coalition's
Forward contract for local purchases by schools**

It is the intention of _____ (school district)
to purchase the following products from _____ (farm)
through _____ (distributor)

It is the intention of _____ (farm or processor)
To grow and sell the following product (s) to _____ (school district)
through _____ (distributor)

Product name: _____

The total estimated quantity to be delivered: _____

The time the product will be ripe: _____

When it will be delivered: _____

Packing requirements: _____
(standard box, grade, loose pack, bulk, etc.)

Postharvest handling practices: _____

Other specifications: _____

Cost per unit paid to farm: _____

Cost per unit paid by school district: _____

Payment terms & payment process _____

Timeline and tasks to be completed by whom and when:

Other notes:

Agreed by:
Farm representative (printed name, signature and date)

School district representative: (printed name, signature and date)

Distributor representative: (printed name, signature and date)

This is not a legally binding document. It serves to document our intentions and agreement.