

March 11, 2010

NOTICE TO THE TRADE

ANNUAL INDUSTRY CONFERENCE FOR CONTRACTORS AND SUPPLIERS IN USDA'S FRUIT AND VEGETABLE PROGRAMS

This is to announce and invite interested fruit and vegetable vendors to meet with personnel from the Fruit and Vegetable Program at our annual industry conference to discuss the commodity purchase and distribution programs.

Topics will include initiatives and directives, changes to various facets of the program, and other concerns involving the procurement process. Updates and timelines for Web-Based Supply Chain Management, the upcoming computer system for procurement which is scheduled to be implemented in 2010, will also be discussed.

We highly recommend company representatives attend the conference and be prepared to openly discuss these issues. Your input and open discussion will greatly assist us in making thoughtful, informed decisions. In order to facilitate the discussion, we will have a representative from the Food and Nutrition Service as well as Commodity Procurement Branch personnel available to take your questions. The conference will be business casual dress.

The date and location of the conference is as follows:

When: Monday, April 12, 2010
Start: 8:00 a.m.
End: 5:00 p.m.

Where: Crowne Plaza O'Hare
5440 North River Road
Rosemont, Illinois 60018
Phone: 866 242-1055

The hotel offers a complimentary shuttle from O'Hare International Airport. A block of rooms for the conference has been reserved at the rate of \$89.00 per night single occupancy (\$99.00 double occupancy, \$109.00 triple occupancy and \$119.00 quad occupancy) under the event name: ***USDA's Annual Industry Meeting***. Participants must make their own lodging arrangements, with reservations available on a first come - first serve basis. This hotel rate will only be available until **April 5, 2010**.

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At this time, we are asking that all participants pre-register for the conference. Registration and conference attendance are free of charge. Please register by returning the attached form, via fax (202-720-2782) or email to Michelle Warren at MichelleE.Warren@ams.usda.gov, no later than **April 5, 2010**. Pre-registration assures we have sufficient informational packets and nametags for all in attendance.

We strongly suggest and invite you to submit agenda topics, questions and comments in advance so time can be allocated for discussion. Please submit these items, or any other inquiries you may have, to Michelle Warren.

We highly value your participation and hope you will attend this informative event.

Sincerely,



A Dave Tuckwiller, Chief
Commodity Procurement Branch
Fruit and Vegetable Programs

REGISTRATION FORM

Fruit and Vegetable Commodity Procurement Industry Meeting 2010

Company Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Number Attending: _____ Please list attendee names if known (type or print):

NAME

EMAIL ADDRESS

NAME	EMAIL ADDRESS
_____	_____
_____	_____
_____	_____

Suggested Topics for Discussion:

Forms may be e-mailed to michellee.warren@ams.usda.gov or faxed to 202-720-2782.