



New York State FreshConnect Checks Program

DAILY LOG SHEET

Market Name: _____ Market County _____

Week #	Issuance Date	\$ SNAP Sales (daily batch report)	# FCC's Issued (not a serial number)	Instructions:
1				Keep FCC safe and treat like cash. Inform the Department if any coupons look damaged, or if you find duplicated serial numbers. (Do not issue duplicated coupons).
2				
3				
4				Record how many \$2 FreshConnect Checks were issued each day in "# FCC Issued" column.
5				
6				
7				Record the total SNAP sales exchanged for tokens that day.
8				
9				
10				Use a separate Log sheet for each day of the week if the market operates multiple days.
11				
12				
13				When market is finished or year is ended, record number of unused coupons and ship them back to contact below.
14				
15				
16				Ship by January 15 2026.
17				
18				
19				Dept of Agriculture and Markets c/o FCC 10B Airline Drive, Albany, NY 12235
20				
Total issued:				Email: farmersmarkets@agriculture.ny.gov Phone: 518-457-7076x1
Total <u>NOT</u> Issued:				

Submitted By (Print Name): _____

Signature: _____ Date: _____