These guidelines help people in your building choose healthier snacks and meals from the vending machine.

**Offer healthier snacks.**

1. Make sure that snacks in the vending machine meet *all* of the following criteria *per package*:
   - **Calories**: 200 or less
   - **Total fat**: 7 grams or less (Nuts, seeds, nut butters, cheese, and products containing nuts or nut butters are exempt.)
   - **Saturated fat**: 2 grams or less (Nuts, seeds, nut butters and cheese are exempt.)
   - **Trans fats**: 0 grams
   - **Sodium**: 200 mg or less (Cottage cheese: 400 mg or less)
   - **Sugar**: 10 grams or less (Fruit- and vegetable-based products with no added sugar are exempt. Yogurt should contain no more than 30 grams per 8 ounces.)
   - **Fiber**: At least 2 grams, if product is grain or potato based (e.g., granola bars, crackers, pretzels, cookies and chips)

2. Limit grain- and potato-based snacks to no more than 50% of food items in machine.

**Make the healthy choice the easy choice.**

3. Post calorie information for each food item, as packaged.

**Take extra steps if you serve children and youth under 18.**

4. For places serving children age 18 and under, products should not contain artificial flavors, artificial colors, artificial sweeteners or other non-nutritive sweeteners (e.g., stevia, erythritol).

**Offer healthier meals, if you serve meals in vending machines.**

Meal items include salads, sandwiches, burritos and combination packaged items such as tuna lunch kits.

5. Make sure that meals in the vending machine meet all of the following criteria per package:
   - **Calories**: 700 or less (All items 200 calories or less should follow snack guidelines above.)
   - **Total fat**: no more than 35% of total calories
     - **Salads**: no more than 60% of total calories
   - **Saturated fat**: no more than 10% of total calories
     - **Salads**: no more than 20% of total calories
   - **Trans fat**: 0 grams
   - **Sodium**: no more than 800 mg
     - **Soup**: no more than 480 mg per 8 ounces
   - **Sugar**: no more than 35% of calories

6. Stock fresh fruits and vegetables in refrigerated vending machines.

**DID YOU KNOW?**

- Many snack items contain multiple servings in one package. Check the serving size on the food label.
- Snacks contribute to 24% of a person’s daily calories on average. Choose healthy snacks that are 200 calories or less.