

# Food Request Form

Date of request \_\_\_\_\_ Department \_\_\_\_\_

Date needed \_\_\_\_\_ Pick up Time \_\_\_\_\_

Breakfast \_\_\_ Lunch \_\_\_ Dinner \_\_\_ Extra Meal \_\_\_

Early Meal in dining hall \_\_\_\_\_ (charge coaches and staff; students charged by ID scan)

Request summary

Category	Number	Charge	Invoice Number
Day Students		No charge for lunch M-F	
Boarding Students		Only charge for extra meals	
Coaches/staff		Charge for all meals and snacks	
<b>Totals</b>			

Type of Meals: **All choices must be the same option unless you need a vegetarian option or have a medical need for a special diet**

Breakfast Sack \_\_\_\_\_ (muffin, fruit, granola, beverage)

Snack \_\_\_\_\_ (Cookies, fruit, chips, beverage)

Meal pick up--Option One \_\_\_\_\_

(Deli sandwich , chips, fruit, cookies, beverage )

Meal Pick up--Option Two \_\_\_\_\_

(Cold fried chicken, potato salad, roll, fruit, cookies, beverage)

Meal Pick up--Option Three \_\_\_\_\_

(Chicken salad on a Kaiser, pasta salad, fruit, cookies, beverage )

Meal pick up--Option Four \_\_\_\_\_

(pizza, fruit , cookies , beverage )

Meal pick up--Option Five \_\_\_\_\_

(Vegetarian option: Cheese sandwich or humus, chips, fruit, cookies, beverage)

***Food requests must be submitted 5 business days in advance. Please attach roster or list of names; please include staff meals needed***

Requester's signature \_\_\_\_\_

Pick-up by \_\_\_\_\_