

FIELD TRIP LUNCH REQUEST

Submit to Kitchen at least 2 weeks prior to event. We order food 2 weeks in advance. If you submit late, we may not have the product on hand to fulfill your order.

School _____	Date _____	Departure Time _____	
Teacher _____	Room# _____	Trip Location _____	
Total Number of Students _____			
# Chaperones need lunch @ \$5.32/person _____		Payment Received? _____	

Please select one Sub Sandwich only; Wow Butter sandwich is available as an alternative.

Count Needed

_____ Turkey & Cheese
_____ Ham & Cheese
_____ Wow Butter Sandwich
_____ White Milk
_____ Chocolate Milk

Check if cooler or ice is needed.

_____ Cooler Needed
_____ Ice Needed
_____ Other
_____ Water Bottles

Instructions:

- * Complete the top portion of the form. Select 1 cold sandwich and provide Quantity needed. Provide Quantity needed for Wow Alternative Sandwich.
- * List the students ordering a meal. Submit Form to Head Cook/Elementary Cook in kitchen.
- * When you pick up your lunches, this form will be included.
- * Place a check mark under "Lunch" column for each student who receives a meal.
- * Return this form along with any coolers or supplies to Food Services Office or the Kitchen upon returning to the school. You may dispose of any unused lunches at your event.

	Student Name	Lunch		Student Name	Lunch
1			18		
2			19		
3			20		
4			21		
5			22		
6			23		
7			24		
8			25		
9			26		
10			27		
11			28		
12			29		
13			30		
14			31		
15			32		
16			33		
17			34		
Total Served		<div style="border: 1px solid black; width: 80px; height: 20px;"></div>	Total Served		<div style="border: 1px solid black; width: 80px; height: 20px;"></div>

Food Service Staff will complete this section.

Total # student lunches provided _____	<div style="border: 2px solid black; width: 250px; height: 40px; margin: 0 auto;"></div> <p style="margin: 0;">Claim</p>
Total # student lunches served _____	
Total waste _____	