

REQUEST FOR FIELD TRIP LUNCHES

ROOM # \_\_\_\_\_

DATE OF FIELD TRIP: \_\_\_\_\_

TEACHER'S NAME \_\_\_\_\_

ADULT MEALS NEEDED: ~~0~~

TIME MEALS WILL BE PICKED UP: \_\_\_\_\_

STUDENT'S NAME	Choice of Milk	Lunch Rec'd	Office Use Only	STUDENT'S NAME	Choice of Milk	Lunch Rec'd	Office Use Only
1.				21.			
2.				22.			
3.				23.			
4.				24.			
5.				25.			
6.				26.			
7.				27.			
8.				28.			
9.				29.			
10.				30.			
11.				31.			
12.				32.			
13.				33.			
14.				34.			
15.				35.			
16.				36.			
17.				37.			
18.				38.			
19.				39.			
20.				40.			

INSTRUCTIONS

**TEACHERS:**

1. Please notify the cafeteria manager no later than **two weeks** before the pending field trip so the manager can order needed foods and supplies.
2. Complete and return this form to the cafeteria manager no later than **3 business days** before the field trip date. **Federal regulations require that all students be served milk. Federal regulations do not allow juice to substituted for milk on field trips.**
3. On the day of the field trip, before boarding the bus, each student must pick up his/her lunch in the cafeteria.

Sign and Date Below:

I hereby confirm that I will comply with Food Services Branch food safety requirements by having students consume the lunch no later than 4 hours after pickup from the cafeteria.

Teacher Signature \_\_\_\_\_

DATE: \_\_\_\_\_