

# Form to Request Bag Lunches

A **two (2) week** advance notice is required. Requests for bag lunches served during the month of May must be submitted by the last day in April.

The day before the trip, the teacher must confirm the number of bag lunches with the cafeteria manager. In order for student meal accounts to be debited, a list of names and POS #'s must be given to the manager.

Today's Date: \_\_\_\_\_

Teacher's Name: \_\_\_\_\_

Date Lunches Needed: \_\_\_\_\_

Time Lunches Needed: \_\_\_\_\_

Number of Lunches Needed: \_\_\_\_\_

**Number and Type of Milk Needed:**

\_\_\_\_\_ Low Fat Chocolate    \_\_\_\_\_ Low Fat White    \_\_\_\_\_ Whole Milk    \_\_\_\_\_ Skim Milk

**A teacher or parent must provide an ice chest and ice in order to transport the milk.**

| Student's Name | POS # | Student's Name | POS # |
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