

FIELD TRIP SACK LUNCH ORDER FORM

Teachers, please fill out the information below and return via e-mail as an attachment to the Kitchen Supervisor or Lunch Clerk of your school building.

*Please, try to give a 2 Week Notice on all sack lunch orders – Coolers are not provide

Date of field trip: _____ **Grade:** _____

School Location: _____

Teacher/Teachers: _____

Number of students in your class/classes that will be gone during lunch: _____

Total Quantity of sack lunches needed: _____

(Sack lunches include, a sandwich of choice, veggies, fruit, special treat and a Milk)

- **Turkey Sandwich (Amount):** _____
- **Sun-butter Sandwich (Amount):** _____

What time would you like the sack lunches to be ready at _____

Teachers: Please specify if there are any special dietary lunches needed – Include student's name

(ex. Substitutions/ food allergies) :Student(s) name(s) and diet restriction(s)

Kitchen Staff will make a notation on the sack lunch of the restricted meal option.

- Please work out payment details with the school lunch clerk.