

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 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 and a milk (Sunbutter sandwich includes crackers).

- **Turkey and Cheese Sandwich (Amount):** _____
- **Sunbutter (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 if they know ahead of time.

Teachers please communicate with the Kitchen Supervisor about a pick up time after breakfast service.