



## 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**. Thank you!

### **\*Please give a 3 Week Notice on all sack lunch orders**

**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 (choose below quantity), veggies, fruit, special treat and a Milk)

**Ham Sandwich (Amount):** \_\_\_\_\_

**Turkey Sandwich (Amount):** \_\_\_\_\_

**Sun-butter Sandwich (Amount):** \_\_\_\_\_

**Time that you would like the sack lunches to be ready by:** \_\_\_\_\_

**Teachers: Please specify if there are any special dietary lunches needed (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.
- Please provide coolers.