

Nutrition Services Sack Lunch Order Form

Please place orders no later than *THREE WEEKS* prior to pick-up date

School:		Teacher:
Date and Time of Pick-up:		Classroom #:
# Student Lunches Needed:		# Adult Lunches Needed:

- A list of student names must be attached to this form. (Required by USDA for Child Nutrition Programs)
- Do any students have life threatening allergies: Yes_____ No_____ (if “yes” please list below)

<u>Student Name</u>	<u>Allergy</u>	<u>Substitution Needed</u>

- Lunch will typically include:
 - Sunflower Butter & Jelly or Turkey or Cheese Sandwich (depending on availability)
 - Mini Carrots
 - Crackers or baked chips
 - Fruit (seasonal or chilled fruit cup)
 - 1% Milk
- Lunches must be kept at 41° F or less to insure food safety. Nutrition Services has a limited number of ice coolers and “blue ice,” which may be borrowed when available. Please return coolers and “blue ice” the following day. Schools will have to be charged for damaged or unreturned coolers, so please return in good condition.
- Please work with your Nutrition Services staff to arrange pick-up. Students and adults must come to the cafeteria at the pre-arranged time to retrieve and load the lunches into the ice chests—unless other pick-up arrangements have been made. Student and adult accounts will be charged for the sack lunch.

Thank you and have a great time.

Teacher’s signature: _____

For Nutrition Services Use only:

Teacher Copy: _____	Kitchen Copy: _____	Office Copy: _____
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