

**Special Events Exemption Form**

Per the BVSD Wellness Policy ADF-R, each school building is allowed to host up to three (3) fundraisers or other special events involving the sale of food to students that are exempt from the Smart Snack guidelines per school year. These events may be held during the school day, but may not compete with the NSBLP and may not be hosted from 30 minutes before to 30 minutes after each scheduled meal service. If you have any questions about the policy, please contact Food Services Director Carolyn Villa at [carolyn.villa@bvsd.org](mailto:carolyn.villa@bvsd.org) or 720-561-2881.

To request an exempt special event, please complete the following form and return to Carolyn Villa at least one week (7 days) prior to the scheduled event.

School: \_\_\_\_\_

Event Contact Name: \_\_\_\_\_

Event Contact Email: \_\_\_\_\_

Event Contact Phone: \_\_\_\_\_

Event: \_\_\_\_\_

Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Description: \_\_\_\_\_

Reason for Exemption Request: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Principal Signature: \_\_\_\_\_

Date: \_\_\_\_\_

For BVSD Food Services use only:

Approved

Not Approved

Event Number
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Signature: \_\_\_\_\_

Date: \_\_\_\_\_