

KCUSD FOOD SERVICES DEPARTMENT

FIELD TRIP MEAL REQUEST

****REQUIRED - ORDER MEALS AT LEAST TWO WEEKS PRIOR TO FIELD TRIP****

Will you be requesting meals for this field trip?

Yes Please complete the form below **NO** Meals are declined for this trip

Signature: _____

1. Complete the contact info and pick-up sections, submit to Kitchen Manager for signature **AT LEAST two (2) weeks** prior to your trip.

2. Once signed, please leave a copy with site Kitchen Manager or Food Service representative

3. Using a student Roster or separate list of student names in attendance, please check each student as they receive their meal. Please indicate meal type (B) for breakfast; (L) for lunch.

4. Your organization is responsible for furnishing ice chests for milk and other refrigerated items. **By 1pm the day prior, deliver your ice chests to the Cafeteria.**

Return a completed copy of this form, including all student names with ID#s to your school Kitchen Manager.

SCHOOL SITE/GROUP: _____

Requested by: _____ Phone: _____ Email: _____

Field Trip Date: _____ Departure Time: _____

Trip Destination: _____

Educational Subject/Purpose: _____

BREAKFAST # : Student _____ LUNCH #: Student _____

Adults _____ (servers ONLY) Adults _____ (servers ONLY)

Adult meals - A meal at no charge can be provided to those serving the meal.

Additional adult meals available for \$6 per meal. Requested # _____

MEAL PICK-UP DATE: _____ TIME: _____ AM / PM

KITCHEN / MANAGER: _____ DATE RECEIVED: _____

Menu Option:

Please select 1 entrée for breakfast and/or lunch as needed from the list below. Balance of reimbursable meal will be selected at Kitchen Managers discretion. Milk will be provided

(If multiple classrooms are going on this trip, entree' item will be the same choice for all.)

Breakfast Entrée Options:

Honey Bun Banana Bread
 WGR Muffin Cereal

Lunch Entrée Options:

Deli Sandwich Corn chips and cheese
 PBJ Sandwich (high schools ONLY)

Lighter option:

Turkey Pepper Meat stick & cheese stick, gold fish crackers

Please note - menu items subject to change based on availability

This institution is an equal opportunity provider.

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