

Sale of Food by Student Organization Request Form

- All sales of food to students on campus from midnight to 30 minutes after school **CANNOT** take place without an approved request form.
- Request forms must be approved and signed by the cafeteria manager before submitting to ASB.
- Request must be submitted to the Cafeteria Manager two weeks prior of event.
- Foods must meet the District Wellness Policy (BP 5030). Policy can be viewed on the district webpage.
- Foods must meet the requirements on the quick reference card on the back.
- The cafeteria manager at your school is available to answer any questions.

Organization Name _____ Date: _____

Name of Person Submitting the Request: _____

Contact Number & Email: _____

Date & Time and Location of Event: _____

- List all items you are requesting to sell in box below.
- Must provide all **nutritional specs/Facts** for each item. Including ingredients. You can provide a photocopy of the packaging that includes nutritional facts and ingredient list.

Item Name

Approved on _____

Denied *because:*

Cafeteria Manager Name _____

Cafeteria Manager Signature _____

***Cafeteria Manager is only ensuring that the Food items meet the District Wellness Policy.
The fundraiser must be approved by ASB.***