



West Las Vegas Schools

Food Service Department

Lunch Request

Email to annette_baca@wlvs.k12.nm.us

& paul_sandoval@wlvs.k12.nm.us

Sponsor: _____ Contact Number: _____
Date of Trip: _____ Time of Pick up: _____
Students: _____ **** Adults**** _____ Bus driver: _____ Total Meals: _____
Sponsor Signature: _____ Date: _____

Please Circle one

Will meal be served BEFORE or AFTER scheduled event?

We need this to ensure proper temperature control.

Meal options please place an X on the line next to your requested meal.

____ Ham & cheese sandwich, chips, veggies, fruit, drink (milk) & snack

_____ Turkey & cheese, chips, veggies, fruit, drink (milk) & snack

_____ Ham, Turkey & cheese combo, chips, veggies, fruit, drink (milk) & snack

____ **PB & J sandwich, chips, veggies, fruit, drink (milk) & snack**
(Due to allergies this will only be available at the HIGH SCHOOL)

Lunch Request instructions

- 1. ** Adults** Lunch \$4.00 this will be billed to the sponsor.**
- 2. Approved Breakfast request must be submitted to the Food service Department 5 days prior to the date of trip.**
- 3. A roster of students must accompany this request.**
- 4. Make arrangements for a sponsor to pick up Breakfast. They will sign the cooler in/out and return it in a timely manner.**
- 5. Please make sure the request is complete, signed & dated.**
- 6. Cancellations must be made 24 prior to the trip.**

This Institution is an equal opportunity provider.

