## The Pizza party will REPLACE the school meal for the requested date. New Haven Public Schools HEALTHY THIS FORM MUST BE GIVEN TO THE LEAD **School Name:** PERSON IN THE CAFÉ **Principal's Name:** Date of Request: **Pizza Party Date:** Name of Person Completing this Request: **Grade: Lunch Wave Affected:** Order Form This Request has been approved by the school's principal. **Total Number of Meals:** Fruit or juice and appropriate disposable serviceware will be provided. The Pizza party will REPLACE the school lunch meal for the requested date. Meals will be picked up at the Additional Information (check the one that applies): PM 🔻 cafeteria at: My School is an elementary/middle school that serves universal free meals. My School is a High School that serves universal free meals. Field Trip requests are subject to availability and require approval from the Food My School is a High School that doesn't serve universal free meals. Service Office. In case of cancellation, a notice must be submitted to Central Kitchen at least 72 hours prior to the event. Field Trip requests have to be related All high school requests must be accompanied by a roster of participating students. Nonto a special event, celebration or activity and will replace the school meal for universal free schools will be billed accordingly and a valid purchase order is required. participating students. This form needs to be submitted to the **Food Service** Division at least 10 business days before the event. **RETURN THIS FORM WITH THE ROSTER** OF STUDENTS PARTICIPATING **TOTAL AMOUNT OWED:** Please fax appropriate purchase order if any amount is owed.

PLEASE PLACE ORDER 10 DAYS IN ADVANCE.