

REGIONAL SCHOOL DISTRICT NO. 4

CAFETERIA USE

Please use this request form to order refreshments for meetings, dinners, snacks, etc. Requests for coffee and snacks must be received at least 48 hours before needed. Dinner must be requested 3 weeks in advance. Late requests cannot be honored.

Person requesting:

Occasion:

Refreshment requested:

How many:

Date wanted:

Time:

Place:

Bill to:

Date Ordered: