

be paid for in advance)

# MITCHELL HALL FOOD SUPPORT REQUEST

INSTRUCTIONS: All requests must be submitted NLT 15 days prior to function. .

TO: 2. CADET SQUADRON, CLUB, ACTIVITY Special Functions Office  
Cadet Dining Facility Phone 333-2377 Please email this form to:  
10 FSS/FSLF (Mitchell Hall)

4. TYPE OF FUNCTION  
1. DATE OF REQUEST

### 3. ATTENDANCE

NUMBER OF CADETS NUMBER OF NON-CADETS TOTAL

(Number of non-cadet meals must

BREAKFAST QUANTITY  
LUNCH/DINNER QUANTITY  
DATE AND TIME OF PICK UP

### BOX MEALS

4A if marked)

4A) Choose type and Amount (1/2 Pizza Per Person)

Vegetarian

PIZZA  
TOTAL NUMBER OF PIZZAS (Complete section

Pepperoni! Cheese Sausage Combination

OTHER  
ITEMS  
AVAILABLE  
Napkins

DATE AND TIME OF PICK-UP  
PIZZA PICK-UP LOCATION,

Assorted Sodas **FOR CLUBS AND SQUADRONS ON**  
A-HALL!! (Pick up sodas and paper products)

### THE WEEKENDS

TOTAL NUMBER OF BURRITOS (Complete Section  
4B if marked)

4B) One burrito and one chip order per person. Indicate  
quantity of burritos and chips.  
DATE AND TIME OF PICK UP

### BURRITOS

Guacamole

**FOR CLUBS AND SQUADRONS ON THE  
WEEKENDS**

Beef Chicken Veggie Chips & Salsa Chips & BURRITOS WILL BE PICKED UP AT  
QDOBA

OTHER ITEMS

Assorted Sodas DOCK TIME (Pick up sodas and paper  
products)

AVAILABLE Napkins, Paper Plates, & Plastic Ware

DATE AND TIME OF PICK UP

Picnic Condiments; **Ketchup**, mustard, and mayonnaise will be included.

**PICNIC KITS**

**The Veggie Burgers do not come in a Picnic Kit; denote how many are needed.**

**FOR CLUBS AND SQUADRONS**

Hotdogs w/ Buns

Hamburger Patties w/ Buns Veggie Burgers

w/ Buns Lettuce/Tomatoe/Onions Cheese

Potato Chips

(See List on Reverse)

Napkins, Paper Plates, & Plastic Ware

Packaged Cookies

Assorted Sodas

Bottled Water

**ON THE WEEKENDS**

**OVERNIGHT TRIP!**

OTHER

DATE AND TIME OF PICK UP

**CERTIFICATION**

I certify that the above request is for authorized personnel only, and no non-cadets will receive any food support which the dining hall has not been reimbursed for. I fully understand that: (1) I will inform the Cadet Dining Facility immediately of a cancellation or change to pick up time or meal time, (2) I may be held responsible for payment in full if I fail to notify the Cadet Dining Facility of cancellations five days in advance for Pizzas/Burritos/Picnics, 24 hours for box meals and (3) I understand that no subsistence items are issued while in leave status. (4) I will ensure all perishable food will be consumed within four hours of pick-up.

5. CADET OR OIC PICKING UP PIZZA/  
BURRITOS (Printed name, squadron, and phone number)

6. CADET IN CHARGE  
(Printed name, squadron, and phone number)

7. AOC/OIC SIGNATURE

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**OVERNIGHT TRIP SUPPLIES**

DEPARTURE DATE/TIME		RETURN DATE/TIME	
NUMBER OF CADETS	NUMBER OF NON-CADETS	TOTAL NUMBER	ARE KITCHEN FACILITIES AVAILABLE? YES NO

NUMBER OF BREAKFAST MEALS THAT WILL BE MISSED	NUMBER OF LUNCH MEALS THAT WILL BE MISSED	NUMBER OF DINNER MEALS THAT WILL BE MISSED		
			ITEM	
ENTREES	QUANTITY			
			DESSERTS QUANTITY	
CEREAL			FRESH FRUIT	
BREAKFAST BARS			COOKIES	
PEANUT BUTTER & JELLY UNCRUSTABLES			CHIPS	
TUNA KITS			CLIFF BARS	
SPAGHETTI				
SPAGHETTI SAUCE				
BEEF STEW, CANNED				
CHILE WITH BEANS, CANNED				
DRINKS EXTRAS				QUANTITY QUANTITY
HOT CHOCOLATE PACKETS			BAGELS	
HOT CIDER PACKETS			BREAD (LOAF)	
JUICE			INDIVIDUAL SIZE JELLY	
GATORADE			INDIVIDUAL SIZE PEANUT BUTTER	
BOTTLED WATER				

ADDITIONAL COMMENTS / REMARKS

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