



SMART SNACK ORDER FORM

Please complete this form and return to the Food Service Coordinator.
All orders will be available for pick up 24 hours after placing the order.

Please keep in mind that all items on the Smart Snack Order Form are sold by the case only. Items cannot be stored in the food service or cafeteria area, and orders will not be fulfilled until payment is received in full.

Date: _____ Site Name: _____

Contact Name: _____

Email Address: _____

School Group: _____ Phone: _____

Order Information

Please fill this out using the pricing and descriptions from our [Smart Snack List](#).

Payment Information

Internal Budget Codes

Internal Order Number _____ Fund: _____ Fund Center: _____

Functional Area _____ General Ledger (GL): _____

Credit Card Card Number: _____

Security Code(3 digit): _____ Expiration Date: _____

Name as it appears on the card; _____

Cash/Check

Order Total: \$ _____ Requested Pick-Up Date & Time: _____

Signature of Contact: _____

Thank you!