Group Meals Approval Form



Actual payment made to vendor must not exceed meal rate* actual # of attendees. Remember to include drinks and delivery fee. To help determine eligibility, please answer the following questions: I have attached an agenda for the event, including starting and ending times. I have attached a list of attendees (A realistic estimate can be provided, but an actual list should be provided after the meeting to attach to payment in I have provided a statement explaining why it is necessary to purchase food for the event (see "Justification for serving food") below I understand that the total cost, including drinks and delivery fee, cannot exceed per-diem rate per person. If total cost does exceed per-diem rate of food is ordered without a completed and signed Group Meals Approval form, I may be held personally liable for the cost of the food is ordered without a completed and signed Group Meals Approval form, I may be held personally liable for the cost of the food is ordered without a completed and signed Group Meals Approval form, I may be held personally liable for the cost of the food is ordered without a completed and signed Group Meals Approval form, I may be held personally liable for the cost of the food is ordered without a completed and signed Group Meals Approval at students are personally liable for the benefit of the institution and the food of the food is ordered without a complete form the drop down menu below (click on the white box to select): Employee, Non-Employee, Student Activity Per TCSG policy, student activity funds must be used for the benefit of students (or the benefit of the institution and the students are personally liable for the cost of the institution of the cost of the cost of the food of the cost of the cost of the food of the cost of the food of the cost of the cost of the food of the cost	Date of Submission:			
Requester: Fatima Information Regarding Group Meal Event 12:00 PM 12:	Date of Submission:	Business Office		
Information Regarding Group Meal Event S/1/2019 12:00 PM		4/12/2019		
Date of Event Beginning Time Editimated # of attendees 15 Penorse for dox vendor Proposed food vendor Please select from the drop down menu by clicking on the white boxes below: Select Purpose of Event Select Campus Select Ampus Select Manuel Lawrenceville Lawrenceville Lawrenceville Lawrenceville Lunch ST.00 Total Estimated Cost To help determine eligibility, please answer the following questions: I have attached an agenda for the event, including starting and ending times. I have attached a list of attendees (A realistic estimate can be provided, but an actual list should be provided after the meeting to attach to payment in lawrenceville to the cost of the total cost, including drinks and delivery fee. The vent of the event including drinks and delivery fee. To help determine eligibility, please answer the following questions: I have attached a list of attendees (A realistic estimate can be provided, but an actual list should be provided after the meeting to attach to payment in Lawrenceville to the total cost, including drinks and delivery fee, annot are per person. If total cost does exceed per-dlem rate of food is ordered without a completed and signed Group Meals Approval form, I may be held personally liable for the cost of the formal students (and the cost of the formal students) of the benefit of students (or the benefit of the institutions was be approved at student club meetings according to that clus's bylaws. Per Gwinnet Test of mainstance, but and or have to fail meal or a student club meeting according to that clus's bylaws. Per Gwinnet Test deministration, but can be fail meal or a student club meeting according to that clus's bylaws. Per Gwinnet Test administration, but can be fail meal or a student club meeting according to that clus's bylaws. Per Gwinnet Test administration, but can be fail meal or a student club meeting according to that clus's bylaws. Per Gwinnet Test administration, but can be fail meal or a student club from the fail meal or a student club meeting according to that clus'	Requester:	Fatima		
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