This Form must be completed and submitted to the Compliance Office for approval PRIOR to an occasional meal taking place. In accordance with Bylaw 16.11.1.5, student-athletes or an entire team may receive an occasional meal on infrequent and special occasions in one of two ways:

1. An institutional staff member may provide a student-athlete or an entire team an occasional meal under the following conditions:
   • The meal may be provided either on campus, in a restaurant in the locale of the institution or at the staff member's home; reasonable local transportation may be provided to attend such meals; and this form must be submitted and approved prior to the meal taking place.

2. A booster may provide a student-athlete or an entire team an occasional meal under the following conditions:
   • The meal may be provided in an individual's home (as opposed to a restaurant), on campus or at a facility that is regularly used for home competition and it may be catered; a booster may provide reasonable local transportation to student-athletes to attend the meal function only if the meal function is at the home of that booster; and this form must be submitted and approved prior to the meal taking place.

____________________________________________________________________
Individual/Organization Providing Meal      Date of Meal

____________________________________________________________________
Location of Meal

____________________________________________________________________
Occasion for Meal

____________________________________________________________________
Describe Transportation (if provided)

____________________________________________________________________
List Name(s) of Student-Athlete(s) or Team Attending the Meal below:

My signature below confirms that the parties involved are requesting permission to host an occasional meal and agree to conform to the NCAA regulations governing such meals.

____________________________________________________________________
Signature of Head Coach or Applicable Staff Member      Date