



# Occasional Meals

COACHES: Please complete and submit the following form to the Compliance Office for approval prior to the occasional meal. If you are not requesting the occasional meal, please have the person who is requesting the occasional meal complete this form and make sure it is returned to the compliance office prior to the meal.

**NCAA Bylaw 16.11.1.5 Occasional Meals:** A student-athlete or the entire team in a sport may receive an occasional meal **in the locale of the institution** on infrequent and special occasions from an institutional staff member. An institutional staff member may provide reasonable local transportation to student-athletes to attend such meals.

A student-athlete or the entire team may receive an occasional family home meal from a representative of athletics interests on infrequent and special occasions under the following conditions:

1. The meal must be provided in an individual's home, on campus, or at a facility that is regularly used for home competition (as opposed to a restaurant) and may be catered; and
2. A representative of the institution's athletics interest may provide reasonable local transportation to student-athletes to attend the meal function only if the meal is at the home of that representative.

Student-Athlete/Team: \_\_\_\_\_

Date of Meal: \_\_\_\_\_

### Please attach a list of who will be attending

Request made by:

Coach  \_\_\_\_\_

Booster  \_\_\_\_\_

Athletics Staff  \_\_\_\_\_

Other  \_\_\_\_\_

Address of the Occasional Meal: \_\_\_\_\_

Will Transportation be Provided: No  Yes  If yes, by whom: \_\_\_\_\_

**Agreement: I have read this Occasional Meal Approval form and I agree to abide by the terms and conditions set forth by this form and the NCAA rules and regulations.**

Printed Name of Person Requesting Approval: \_\_\_\_\_

Date of Meal: \_\_\_\_\_

Signature of Person Requesting Approval: \_\_\_\_\_

Date of Meal: \_\_\_\_\_

Signature of Head Coach: \_\_\_\_\_

Date of Meal: \_\_\_\_\_

DO NOT WRITE BELOW THIS LINE

Approval: Yes  No  If no, explanation: \_\_\_\_\_

Compliance Office: \_\_\_\_\_

Date: \_\_\_\_\_