HARTFORD UNION HIGH SCHOOL
FOODSERVICE REQUISITION

☆ When placing orders please allow a minimum of 1 week advance notice ☆
☆ Submit requests to Monica Glorioso, Foodservice Mailbox ☆
☆ Product list and prices are on the back of this sheet ☆

Date Needed:	Group Making Request:
Time Needed:	Contact Person:
Event Room:	Phone Number:

Food & Supply Requests	Order Quantity

Special Instructions:

Note: *All equipment & supplies must be returned to the kitchen. A fee will be assessed for items not returned.*

Authorizing Signature: _____

Foodservice to complete:

Staff:					
Hours:					