



Occasional Meal Approval Form

All Occasional Meals must be approved by the Assistant Athletics Director for Compliance prior to the event.

Sport: _____ Meal Host: _____

Location of Meal: _____

Date of Meal: _____ Time of Meal: _____

Occasional Meals Rules Reminders:

- Institutional staff members may provide a student-athlete or entire team with an occasional meal at any location within the locale of Longwood University.
- Boosters may only provide an occasional meal to a student-athlete or entire team at the booster's home. This meal may be catered.
- Local transportation may be provided to the student-athletes to attend the occasional meal.
- "Occasional" is defined as four times per semester (not per staff member or booster).
- During an official visit, a prospect may attend an occasional meal, provided the meal does not occur at a booster's home. This meal must count as one of the three permissible meals per day.

Persons Attending the Meal (please list all individuals attending the meal – attach a list if necessary)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

By signing below, I certify that I have read the information above and agree that it is accurate and that I will abide by all guidelines.

Host's Signature: _____ Date: _____

Head Coach's Signature: _____ Date: _____

The Occasional Meal has been: Approved Denied

Assistant Athletics Director/Compliance: _____ Date: _____