

# Catered Meal Form

Please fill out this form completely and return it at least four weeks prior to your visit.

School: \_\_\_\_\_

Today's Date: \_\_\_\_\_ Reservation Date(s): \_\_\_\_\_

Contact Person: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

Best Contact Method: work \_\_\_ cell \_\_\_ home email \_\_\_ (please check one)

Number of Students: \_\_\_\_\_ Number of Adults: \_\_\_\_\_ Number of Vegetarian Meals: \_\_\_\_\_

Day Group    Overnight Group    Bringing Sack Lunch 1st Day    Overnight Group Catered    Incoming Lunch  
(please circle one)

Please list any food allergies or other special dietary needs for participants or chaperones:

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For catering questions or concerns, please contact the HNC at 517-546-0249

School group catering menus are pre-determined by the food service department. All groups onsite at the HNC will be served the same menu at each meal. Menu substitutions and special requests are an option, but will be subject to an additional charge. Vegetarian options will be prepared according to the number requested, and will correspond with the meal being served.

All meals include beverages, fruit, salad and/or veggies, and dessert. Meal times may vary depending on your program schedule, but typically breakfast is served at 8:00, lunch is at 12:30 and dinner is at 5:30.

Snacks are provided each night during or after the evening programs. The food service department will determine which type of snack is served. S'mores are provided as the snack if your group has campfire as part of the night activities.

There is a 15-person minimum\* charge for catered meals.

\*Varies based on building reserved.