



IMPORTANT PLEASE READ!!

Lunch Ordering Instructions

NO ORDERS ACCEPTED AFTER SEPTEMBER 11, 2009

1. **San Marino Unified is our current school lunch provider. You will be notified by mail from San Marino Unified if your student is eligible for free or reduced fee lunch.**
2. Attached are two copies of the **SEPTEMBER Lunch Menu**. The **first** is for you to keep for your records (**Please do not turn in**). The **second** is an Ordering Form; please turn your lunch order form with **check or money order (NO CASH/CREDIT CARDS/ATM)** to Robynn Johnson in the office.
3. Lunch Prices:
 - a. Regular Hot Lunch with 4oz Beverage - **\$4.00**
 - b. Regular Hot Lunch with 8oz. Beverage - **\$4.25**
 - c. Regular Hot Lunch with 12oz. Beverage - **\$4.50**
 - d. Entrée Only/Extra Entree - **\$2.00**
 - e. Reduced Lunch Fee (Regular Lunch/4oz. Beverage) - **\$0.40** (if you are eligible for reduced lunch and you want to order an extra juice, **add \$0.25 for each 4 oz. increase per day**)
 - f. If student is eligible for Free Lunch, he/she will receive free lunch everyday, unless otherwise indicated by the parent. If you choose vegetarian lunches for your student, please check the veggie boxes on the order form.
4. To order lunch for the day use the following procedures:
 - a. Regular Lunch - **CIRCLE the DATE** in the box.
 - b. If you want a meal with an 8oz or 12oz drink, please circle the date **AND CHECK the box** labeled 8oz or 12oz.
 - c. For entrée only, **CHECK** the box labeled **entrée only (DO NOT CIRCLE DAY)**.
 - d. For a regular meal and an extra entrée, circle the date and mark the entrée only box.
 - e. For a vegetarian meal, circle the date and mark the veggie box.
 - f. Fill out **ONLY ONE form for EACH STUDENT** with his/her name and teacher's name.
5. Turn in order form with check or money order (made out to Odyssey Charter School or OCS) for full month payment. **(NO CASH/CREDIT CARDS/ATM) Write your student's name on the memo line of your check.**
6. Turn lunch order in **NO LATER THAN SEPTEMBER 11, 2009**. **No lunch orders will be accepted after this date for SEPTEMBER Lunches.**