



2010 - 2011 Hot Lunch Program

Attention: Students, Parents and Teachers

We are pleased to once again offer a Hot Lunch Program with all proceeds going to better our school. Thanks to your participation last year, the Hot Lunch Program raised over \$5,000 that went towards purchasing the new gym divider –allowing 2 classes to participate in gym at once –giving our students more gym time! (And also allowing more revenue from our renters.) By popular request, we will continue with pepperoni pizza twice per month, and have added Sub Days as well. The JK & SK & CK students are able to participate on the days they are at school. (Please note the specified days those classes can participate.) Kindly complete the attached order forms and return them with your payment to the school by *Friday, September 24, 2010*, to allow time for data entry. **Please note that all late orders will be added to the program the following month –as the orders go in once per month.**

We are offering you a choice of two payment options:

1. Payment in full by cheque dated October 1, 2010
2. Two payments by cheque dated October 1, 2010 and January 3, 2011, each cheque representing 50% of total amount due.

Instructions for completing the attached order forms:

1. Complete student's full name, grade, and Home Room teacher's name.
2. In the tables entitled "Pizza Days" and "Sub Days" place a '√' in the column beside the days the student will be participating in the Hot Lunch Program. For JK, SK, CK and Grade 8 students, please note there are certain days that they will not be in school and their Pizza will be arriving the Thursday (or Wednesday) instead. Unfortunately, this option is not available for sub days. Input the total number of days participating at the bottom right of each table (refer to letters 'A' and 'B').
3. In the tables entitled "Pizza Day Order" and "Sub Day Order", input the number of items the student requires for one lunch day in the first column, multiplied by the price of the item and enter the dollar amount into the last column. Add the last column and input the total in beside "Total per lunch" (refer to letter 'C' or 'F'). At the bottom of this table, multiply the number of days participating ('A' or 'B') with the total per lunch ('C' or 'F') and record the total dollar amount.
4. Complete the above 3 steps for any additional students.
5. Complete the "Family Hot Lunch Summary" below by carrying forward the totals from the Order tables.
6. Choose your payment option, attach your cheques and return to the school by Friday, September 24, 2010.
7. Fill in one Sub Order Form for each student. (More forms can be downloaded from www.tcsonline.ca.)

On behalf of the Hot Lunch volunteers, I thank you for your participation.

-Rebecca Ketelaars

*****Please note: to ensure students receive the Hot Lunch requested, all payments (including post dated cheques) must be included with the returned form.*****

Family Hot Lunch Summary

Name of Student	Pizza Total (C)	Sub Total (F)	Hot Lunch Total
1 _____	\$ _____	\$ _____	\$ _____
2 _____	\$ _____	\$ _____	\$ _____
3 _____	\$ _____	\$ _____	\$ _____
4 _____	\$ _____	\$ _____	\$ _____
5 _____	\$ _____	\$ _____	\$ _____
Family Total			\$ _____
Amount enclosed			
1 cheque dated October 1, 2010 (full payment) OR			\$ _____
2 cheques dated October 1, 2010 AND January 3, 2011 for 50% each			\$ _____ x 2

