

# IPFW Occasional Meal Approval Form

All Occasional Meals must be approved by the Compliance Office prior to event.

**Sport:** \_\_\_\_\_ **Meal Host:** \_\_\_\_\_

**Location of Meal:** \_\_\_\_\_

**Date of Meal:** \_\_\_\_\_ **Time of Meal:** \_\_\_\_\_

**Will Transportation be Provided?**     **Yes**     **No**

***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 IPFW 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 two times per month (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:** \_\_\_\_\_

**Coach’s Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**The Occasional Meal has been:**     **Approved**     **Denied**

**Compliance Office Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_