



# SCHOOL GROUP LUNCH AT THE AQUARIUM

- **To book space in the uncovered picnic area**, call Guest Services at 757-385-3474.
  - Space is limited, so make your reservations early.
  
- **To place your food order**, contact Sodexo at:
  - Phone: Veronica Bell at 757-385-0337 /757-285-5514
  - Fax: 757-425 -1081- Filled out form may be faxed directly to this number
  - Email: VLBELL@VIRGINIAAQUARIUM.COM
  
- **Please note:**
  - There is a **minimum of ten (10) lunches** per order.
  - Orders must be received a **minimum of 5 days** prior to your visit.
  - There is a 6% State of Virginia Tax - if you are exempt, you must submit a copy of your tax exempt form (VA-ST-12). All groups have a 5.5% Virginia Beach Meals Tax on lunches.
  - After you order, we will contact you with your confirmation and total amount due.
  - Payment is due no later than the time of food delivery. 72 hours prior to arrival the order may not be reduced.
  - **Payment can be made by check or credit card. An authorization form will be sent once lunch order is confirmed.**
  
- **Meal Option** – Select Three from options below (\$5.99 each – include chips, fruit and beverage)
  - A. Hot Dog    B. Hamburger    C. Cheeseburger    D. Turkey Sandwich    E. Garden Salad

## LUNCH ORDER FORM

SCHOOL \_\_\_\_\_ DATE OF VISIT \_\_\_\_\_ SCHOOL PHONE # \_\_\_\_\_

SCHOOL FAX # \_\_\_\_\_ CONTACT NAME \_\_\_\_\_

SCHOOL ADDRESS \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

TOTAL GROUP \_\_\_\_\_ TOTAL # SANDWICHES or SALAD \_\_\_\_\_

QTY    A \_\_\_\_\_ B \_\_\_\_\_ C \_\_\_\_\_ D \_\_\_\_\_ E \_\_\_\_\_

DELIVERY TIME \_\_\_\_\_ CHOCOLATE MILK \_\_\_\_\_ JUICE BOX \_\_\_\_\_ WATER \_\_\_\_\_

### FOR SODEXO OFFICE USE ONLY

Date Order Received _____	Amount Due with tax _____	Confirmation # _____	Space Reserved _____
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