FREDONIA
STATE UNIVERSITY OF NEW YORK

Student Athlete Meals During Break: Request to Use NET Card

A SUNY FREDONIA COACH MAY PAY FOR MEAL EXPENSES FOR STUDENT ATHLETES DURING BREAKS WITH THEIR NET CARD ONCE THIS FORM IS COMPLETED AND SUBMITTED TO THE ACCOUNTING DEPARTMENT.

NOTE THE FOLLOWING:

1. A LIST OF ALL STUDENT ATHLETES WHO WILL BE RECEIVING MEALS MUST BE INCLUDED WITH THIS FORM.
2. ONLY MEALS THAT ARE NOT PROVIDED BY FSA QUALIFY AND AN EMAIL OR OTHER **WRITTEN** PROOF MUST BE PROVIDED BY FSA STATING THAT THEY WILL **NOT** BE PROVIDING MEALS DURING THE BREAK (OR PORTION OF THE BREAK).
3. STUDENT ATHLETE PER DIEM RATES APPLY. A PARTIAL DAY WOULD BE CONSIDERED ONE MEAL PER DAY AND A FULL DAY WOULD BE CONSIDERED MORE THAN ONE MEAL PER DAY.
4. ONCE COMPLETE, THIS FORM **MUST** BE SIGNED BY BOTH THE HEAD COACH AND ATHLETIC DIRECTOR BEFORE BEING SUBMITTED TO ACCOUNTING.
5. WHEN COMPLETING NET CARD RECONCILIATION PAPERWORK, AN ITEMIZED RECEIPT **MUST** BE ATTACHED.

COACH REQUESTING USE OF NET CARD:

NAME: _____ TITLE: _____

TEAM: _____ NO. OF ATHLETES: _____

STATE ACCOUNT NUMBER: _____

ATHLETES:

NAME	NAME	NAME

_____ _____

Head Coach's Signature Date Athletic Director's Signature Date