



College of Humanities
and Social Sciences

Meal Card Request Form

Instructions: Download and open the PDF in Adobe Acrobat. Complete fillable form and save as a new document. Email completed PDF and any supporting documents (e.g. candidate itinerary) to hssdean@kennesaw.edu.

Dept/School: _____

Name of Requesting Admin: _____

Requesting Admin Email : _____@kennesaw.edu

Name of Event: _____

Date: _____ Time: _____

Total Number of Meals Needed: _____

Event or Search Contact, if other than Requesting Admin: _____

Candidate Searches Only

Name of Search: _____

Candidate Name: _____ Date/Time: _____

Candidate Name: _____ Date/Time: _____

Candidate Name: _____ Date/Time: _____

Candidate Name: _____ Date/Time: _____

Expected Number of Attendees per Meal (Maximum 6): _____