



GEORGIA TECH COMPLIANCE OFFICE
Occasional Meal Request Form

Please complete and submit this form to the Compliance Office **PRIOR** to providing an occasional meal to any student-athletes.

NCAA Bylaw on Occasional Meals - A student-athlete or the entire team may receive an occasional meal in the locale of the institution on infrequent and special occasions from an institutional staff member.

NCAA Bylaw on Occasional Meals with Representative of Athletics Interests - A student-athlete or the entire team in a sport may receive an occasional meal from a representative of athletics interests on infrequent and special occasions so long as the meal is provided in the individual's home, on campus or at a facility that is regularly used for home competition and may be catered.

Further Reminders:

- Reasonable local transportation may be provided to the student-athletes to attend the meal.
- If the meal is provided by an institutional staff member and it takes place in a restaurant owned by a Georgia Tech booster, the full cost of the meal must be paid for by the staff member (i.e., the booster may not “comp” the meal/meals).
- It is permissible to have an occasional meal in conjunction with an official visit, but not if the meal is being held at the house of a representative of athletics interest or if representatives of athletics interests are in attendance.
- Prior approval must be received from the Compliance Office for **all** occasional meals.
- Student-Athletes that are **incoming students must be enrolled in summer school** in order to receive an occasional meal prior to the first day of class for the fall term.

Sport:	Date of Meal:	Location of Meal:
Individual Providing the Meal:		
Individual's Relationship to Georgia Tech:		Occasion for the Meal:
Method of Transportation to the Meal:		Individual Providing the Transportation:
Student Athletes Attending the Meal: <i>(if entire team, write "entire team")</i>		
1.	2.	3.
4.	5.	6.
7.	8.	9.
10.	11.	12.

Person Providing Meal: _____

Date: _____

Head Coach's Signature: _____

Date: _____

Compliance Approval: _____

Date: _____