



OCCASIONAL MEAL REQUEST FORM

Athletics Compliance Office - Northwestern University

This form must be submitted PRIOR to the date of the occasional meal to the Athletics Compliance Office.

Northwestern Institutional Staff Members Guidelines:

- The meal must take place in the locale (within a 30-mile radius) of Northwestern.
- Local transportation may be provided to the student-athlete(s) to attend an occasional meal.
- During an official visit, a prospect and their parents/legal guardian/spouse may attend an occasional meal. The meal must count as one of the three permissible meals for that day per Bylaw 13.6.7.7.
- During an unofficial visit, all prospects, parents and any guest must pay for this meal.

Representatives of Athletics Interest Guidelines:

- Representatives may only provide an occasional meal for a student-athlete or team, at his/her home, on campus or at a facility that is regularly used for home competition. The meal may be catered.
- May only provide local transportation when the meal is at the home.

SPORT: DATE/TIME OF MEAL:

MEAL PROVIDED BY: ☐ NU INSTITUTIONAL STAFF MEMBER
Name

☐ REPRESENTATIVE OF ATHLETICS INTEREST
Name

LOCATION OF MEAL:

REASON OF MEAL: ☐ Team Occasional Meal
☐ Student-Athlete Occasional Meal
☐ Official Visit Occasional Meal
☐ Unofficial Visit Occasional Meal
☐ Other (i.e., holiday, birthday, tailgate etc)

LIST ALL STUDENT-ATHLETES AND OTHER INDIVIDUALS WHO WILL BE IN ATTENDANCE (may attach roster/list):

WILL TRANSPORTATION BE PROVIDED? ☐ YES ☐ NO If YES, HOW?

I understand and agree to abide by the provisions outlined above and affirm that any extra benefit provided to a student-athlete not permitted by the NCAA will result in that student-athlete being declared ineligible.

NU Institutional Staff Member / Representative of Athletics Interest Signature Date

ATHLETICS COMPLIANCE OFFICE ONLY

☐ APPROVED ☐ NOT APPROVED

Athletics Compliance Office Signature Date