



Virginia Tech Athletics
Occasional Meal Form

NCAA Bylaw 16.11.1.5 states that a student-athlete or the entire team in a sport may receive an occasional meal in the locale of the institution on infrequent and special occasions from an institutional staff member at any location; including a restaurant. This meal may be catered. Also, the institution may provide reasonable local transportation to student-athletes to attend those meals. A student-athlete may also receive an occasional meal from a representative of athletics interests (booster) under the following conditions

- 1. The meal must be provided in an individual's home, on campus, or at a facility that is regularly used for home competition and may be catered.
2. Also, a representative of the institution's athletics interests may provide reasonable local transportation to student-athletes to attend the meal function only if it is at the home of that representative of athletics interest.

A few other items to remember are:

- If the meal is provided by an institutional staff member/coach, and it takes place in a restaurant owned by a VT booster, the full cost of the meal must be paid for by the staff member/coach (i.e., the booster can't "comp" the meal for the staff member/coach).
-Prior approval must be received from the Compliance Office for all occasional meals. That is the only way to ensure VT is staying within the limitations of the rule.
-Student-Athletes are allowed FIVE occasional meals per semester, excluding those occasional meals associated with athletics department functions (e.g. Reading Day Luncheon, etc) which do not require the use of this form.
-Incoming freshmen student-athletes must be enrolled in summer school in order to receive an occasional meal.

Please complete this form and submit to the Compliance Office PRIOR to providing an occasional meal to a student-athlete or the team.

Sport: _____

Date and location of the meal:

Who will be providing the meal, and what is their relationship to Virginia Tech?

What is the occasion for the meal?

By what means of transportation will the student-athletes arrive at the location of the meal, and who will provide transportation?

What student-athletes will be attending the meal? If entire team, write "ENTIRE TEAM".

Three columns of horizontal lines for listing student-athletes attending the meal.

Name of person submitting form: _____ Head Coach's Signature: _____

Supervising AD's Signature: _____ Date _____

Compliance Approval: _____ Date _____

