

# Washtenaw County Senior Nutrition Program

## Monthly Meal Order Record: Congregate

**Instructions:** Please record the number of meals ordered from the caterer. Congregate and Home Delivered Meals ordered must be kept SEPARATE. Complete one sheet for Congregate Meals and one sheet for Home Delivered Meals. There is a column for meals served to help you with your planning; **this is required**.

### Week 1

Date	Day	Meals Ordered	Meals Served
	Monday		
	Tuesday		
	Wednesday		
	Thursday		
	Friday		
<b>Weekly Total</b>			

### Week 4

Date	Day	Meals Ordered	Meals Served
	Monday		
	Tuesday		
	Wednesday		
	Thursday		
	Friday		
<b>Weekly Total</b>			

### Week 2

Date	Day	Meals Ordered	Meals Served
	Monday		
	Tuesday		
	Wednesday		
	Thursday		
	Friday		
<b>Weekly Total</b>			

### Week 5

Date	Day	Meals Ordered	Meals Served
	Monday		
	Tuesday		
	Wednesday		
	Thursday		
	Friday		
<b>Weekly Total</b>			

### Week 3

Date	Day	Meals Ordered	Meals Served
	Monday		
	Tuesday		
	Wednesday		
	Thursday		
	Friday		
<b>Weekly Total</b>			

**MONTHLY TOTAL ORDERED:** \_\_\_\_\_

Month: \_\_\_\_\_

Site Name: \_\_\_\_\_

Fiscal Year: 2015-2016



OFFICE OF COMMUNITY & ECONOMIC DEVELOPMENT

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