



Meal Ticket Order Form

Meal tickets provide a convenient way for both small and large groups to quickly access campus dining locations. Authorized MSU departments that have a business purpose can purchase meal tickets from the Culinary Services Office.

To request your meal tickets, please email the completed form to info@eatatstate.com. You will receive an email confirmation once your meal tickets are available for pickup at the 1855 Place Welcome Desk.

Request Date: _____ Intended Date(s) of Use: _____

Contact Full Name: _____
(First Name) (Last Name)

Phone: _____ Email: _____

MSU Department: _____ Account #: _____

Charges will be made by e-doc in KFS and will require approval in compliance with expenditures policies, as noted in Section 45 of the Manual of Business Procedures.

Business Purpose: _____

Authorizing department will maintain the required log in compliance with expenditures policies as noted in Section 45 of the Manual of Business Procedures.

Fiscal Officer Authorized Signature: _____ Print Name: _____

Quantity of Meal Tickets <i>Minimum of 6 total</i>	Rate	Total	Ticket Sequence Numbers* <i>Culinary Services Use Only</i>
	Breakfast \$9.50		
	Lunch/Dinner \$13.50		
Total			

***Expiration: June 30, 2026.** Each ticket may be used for one Combo-X-Change meal at any at all-you-care-to-eat or retail dining location on campus.

Receipt of Pick Up: _____ Date: _____
(Print Full Name)

Signature: _____

Culinary Services Use			
Edoc Date		Edoc Number	

Please note that meal tickets are non-refundable and non-returnable.