



UNIVERSITY OF ARKANSAS ATHLETICS COMPLIANCE

Institutional Occasional Meal Form (NCAA Bylaw 16.11.1.5)

*Please submit requests to the Compliance Office at least 3 days prior to the meal.
All occasional meals must receive prior approval from the Compliance Office.*

NCAA Rules to Remember

- 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. An institutional staff member may provide reasonable local transportation to student-athletes to attend such meals.
- **Prospects on an OFFICIAL VISIT** can attend an occasional meal located **on or off campus**.
- **Prospects on an UNOFFICIAL VISIT** can only attend an occasional meal located **on campus and must pay**.

Sport: _____

Staff Member _____

Location of Meal: _____

Date: _____ **Time:** _____

Persons attending: Please list **all** individuals who will attend and their relationship to the Department of Athletics (e.g., coach, student-athlete, parent of student-athlete, etc.) Please attach a list if necessary.

| NAME | RELATIONSHIP | NAME | RELATIONSHIP |
|-------|--------------|-------|--------------|
| _____ | _____ | _____ | _____ |
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| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

By signing the below, I certify that the information reported on this form is complete and accurate and that the meal will be served in my home.

Coach/Staff Member's Signature _____ **Date** _____

The occasional meal request has been: Approved Denied

Compliance Office _____ **Date** _____