

DAILY MEAL LEDGER

Report Month: Institution:

	Printed Name	Meal (B,L,D)	Signature	Employee	Visitor
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

PRINTED NAME OF EMPLOYEE CONTROLLING MEAL LEDGER FOR EACH MEAL:

Breakfast:

Lunch:

Dinner:

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of (total)