## **NEGAS FOOD HUB ORDER SHEET**

Please ensure the recipient is aware their name, address and telephone number will need to be given to Dylan's

ORDER TAKER NAME	
ORDER DATE	
TIME	
REFERRAL REFERENCE	
QUANTITIY OF PRODUCTS	
DAILY MEAL	
SMALL BOX	
BIG BOX (to include families)	
ANY ALLERGIES	
OTHER SPECIAL DIETARY REQUIREMENTS	
DELIVERY DATE	
DELIVERY ADDRESS	
DELIVERY INSTRUCTIONS / TIPS	
WHO WILL RECEIVE THE ORDER	
CONTACT NUMBER OF RECIPIENT	
BACK UP CONTACT NUMBER	
PLEASE MAKE SURE THAT THE RECIPIENT	
UNDERSTANDS THE DELIVERY PROCESS AND THE	
NEED TO KEEP DISTANCE (2 METRES) AND	
CLENSE GOODS ON RECIEPT	