



# Lunch and Learn Request Form

PO Box 802  
Asheville, NC 28802  
828.277.1315  
Fax 828.277.1321  
sunshine@firstwnc.org

Date received by F.I.R.S.T. \_\_\_\_\_

Center: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax \_\_\_\_\_

Directions to Center \_\_\_\_\_

Director's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Number of Staff \_\_\_\_\_ Do you need this repeated for split lunch time? \_\_\_\_\_

Times best for presentation? \_\_\_\_\_

Comments, other information: \_\_\_\_\_

We offer these trainings on Fridays. We do try to accommodate other times to meet you and your staff needs. Fill out the date and times you wish to have the trainings, we will contact you to work out schedule.

Our Lunch and Learn Series is a six part training that builds on each part. We prefer that the trainings be done in this way. Sign in sheets will be used and certificates will be given to staff attending.