



Dear Teachers and Parents,

The DES Visitor Services Program looks forward to welcoming your school group to the Washington State Capitol for an exciting day of civic education and history! Lunches are a big part of the State Capitol “school tour” experience, and they require a great deal of logistical management.

Please help us manage your group’s lunches by adhering to the following guidelines:

- **Reduce/Recycle:** Every year, thousands of pounds of food and liquid are thrown away by visiting school groups. To help reduce waste, students and adults should pack small lunches. School groups are given only 20 minutes to eat, so a sandwich, small bag of chips, cookie or piece of fruit, and small beverage is ideal. **All lunches must be totally disposable.** Receptacles for recycling plastic bottles and aluminum cans will be available during your lunch period.
- **Pack in clearly-labeled, manageably-sized cardboard boxes:** An ideal box is one that’s easy for one person to carry. Plastic bins, non-disposable containers, lunch pails, shopping bags, ice chests, backpacks, and glass are not permitted. Please clearly label all boxes with the name of the school and teacher for each class. Lunches will be stored when you arrive and delivered during your scheduled lunch period.
- **Leave extra food behind:** Bulk chips, candy, cookies, and beverages should stay on the buses, or in your vehicles, for use when traveling to and from the Capitol.

We appreciate your cooperation and willingness to help us reduce waste at the Washington State Capitol. For questions or concerns, please contact the State Capitol Tour Office at 360-902-8880. ENJOY YOUR TOUR!