

[Insert Date]

Dear Parents,

[Insert school Name] is holding a Waste-Free Lunch Day on [Insert Date]. On our Waste-Free Lunch Day, students will be asked to bring lunches that include as many items as possible that can be eaten, reused, recycled or composted with as few items as possible to be thrown away.

You can help your child pack his or her waste-free lunch by including only what your student can eat, using reusable containers or bags, or buying non-perishable foods in bulk. In planning your child's waste-free lunch, remember to include a reusable ice pack if refrigeration is needed to keep the items fresh. If your child cannot bring a waste-free lunch from home, [Insert proper alternative].

#### Waste-Free Lunch Tips

**Include:**

- Sandwiches in reusable containers
- Whole fruits without packaging
- Drinks in containers that can be reused or recycled
- Snacks purchased in bulk and brought in reusable containers
- Reusable ice packs

**Do Not Include:**

- Individually wrapped snacks
- Plastic baggies that are not reusable
- Disposable forks and spoons
- Straws

And don't stop after just one day of packing waste-free! Pack your child a waste-free lunch every day and pack your own waste-free lunch for work.

If you have any questions about the Waste-Free Lunch Day, please contact [Insert Name and Contact Information]. For more information on waste-free lunches please visit [epa.gov](http://epa.gov).

Thank you for your support, and please help [Insert School Name] make today and every week a waste-free lunch day!

[Insert Name of School Principle, Teacher or Other Administrative Personnel]

[Insert Title]

[Insert School Name]