



## Request to Waive Lunch or Eating Period

**RSA 275:30 – a Lunch or Eating Period** – An employer may not require an employee to work more than 5 consecutive hours without granting him/her a 1/2 hour lunch or eating period, except if it is feasible for the employee to eat during the performance of his/her work, and the employer permits him/her to do so.

Employee Name

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USNH ID Number

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I understand that my employer, Keene State College, offers a lunch or eating period as defined in RSA 275:30 –a. I am requesting not to take this time as offered. I also understand that at any time I wish to take the lunch or eating time, I will be allowed to do so.

Employee Signature

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Date

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Supervisor Signature

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Date

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\*This form should be filed once per fiscal year (July 1<sup>st</sup> – June 30<sup>th</sup>) by employees who request to waive the lunch or eating period offered. Completed forms should be sent via campus mail to: Jim Tuttle, Fiske Annex Payroll Office, Mail Stop 1602.