



"Creating an excellent
college experience"

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| Date Issued: December 2014 | Policy Number: 508 |
| Revised: | |
| Section: Catering | |
| Subject: Catered and Non-Catered Fundraising Events in the TSC | |

Fundraising Events in the TSC and Patio Areas:

This Dining Services policy should be used for catered and non-catered fundraising events in the TSC and Patio areas. This policy ensures all fundraising events are handled in the same manner and are subject to the same rules.

Policy:

- Pink and Blue TSC event forms must be completed and turned in two weeks prior to the event date.
- Dining Services has first right of refusal on all food served in TSC and surrounding patio area (as per the TSC policy)
- Donated food items from outside sources must come without logos or signage from outside locations and must be pre-approved by Executive Director of Dining Services.
- Beverages must be Pepsi products bought through Dining Services at retail pricing.
- Any products bought off campus for fundraising activities must be pre-approved by Executive Director of Dining Services.
- Ice and water can be provided for events with advance notice from Dining Services.
- Under some circumstances, equipment may be loaned out for fundraising event if Catering staff is included.
- Any kitchen support must be prearranged in advance with Dining Services.

For a complete list of all TSC guidelines, please see the TSC Policy #310. The TSC Policy is available online at: <http://www.usu.edu/tsc/pdf/policy-2008.pdf>