

FOOD SERVICE DISCLOSURE FORM

Food sales not provided by UNLV Catering (ARAMARK) may be permitted only after completing this form and receiving confirmation of approval by Student Union & Event Services.

Form must be complete and turned in seven (7) days prior to event – turn form into Student Union & Event Services via fax: 702.895.1609, Mail Stop: #2008, or SU 315 – 3rd floor Student Union.

Reservation Number:		Event Coordinator:	
Name of Organization Making Request:			
Name of Event Requesting Food Service Approval for:			
Event Date:	Event Time:	Event Location:	
Contact Person:		Phone Number:	
Email:			

Estimated Number of People Being Served: _____

Name and address of Person(s) or Establishment Supplying Food/Beverage: _____

Specific Food/Beverage/Menu Items: _____

Where food purchased/prepared: _____

****Please Note: All Users are responsible of ensuring the appropriate clean-up of event space and removal of trash is completed prior to vacating the event space. The University will charge user applicable cleaning fees.***

For food and beverage prepared and/or served in a reserved space, food permits may be required in accordance with Southern Nevada Health District.

Third party food service providers utilizing the facilities under the responsibility of ARAMARK are required to meet guidelines as written in the University Food Service Contract and Student Union & Event Services Food Service & Catering policy.

If approval not granted, please state if you would like catering services or set-up: _____

For Food Sales Only:

For Office Use Only

☐ Waiver Granted ☐ Waiver Denied

UNLV Student Union & Event Services Signature

Date

UNLV Catering Signature

Date

Rev. 01/16

UNLV Student Union & Event Services | UNLV Catering

T: 702.895.4449 F: 702.895.1609

W: eventservices.unlv.edu E: eventservices@unlv.edu



UNLV
Catering