



# UNIVERSITY OF OREGON CATERING Waiver Form

Submit to University of Oregon Catering at least **15 working days** prior to event date.  
University of Oregon Catering will submit to the Vice President for Student Affairs for approval.

To: Vice President for Student Affairs  
From: University of Oregon Catering and Conference Services  
Re: Catering Waiver

[Print Form](#)

The following organization is seeking permission to have an outside catering firm cater an event:

Event Title:	<u>Wanton Mechanics</u>	Organization:	<u>Physics Dept</u>
No. of Guests:	<u>72</u>	Event Date(s):	<u>May 6, 2016</u>
Location:	<u>Gerlinger Hall (UO Campus)</u>	Contact / Requestor:	<u>Mae Voeun</u>
Address:	<u>University St</u>	Phone:	<u>541-543-0929</u>
City / State / Zip:	<u>Eugene, OR 97403</u>	Fax:	<u></u>
Reason for Request:	<u>Cost</u>	E-mail:	<u>maev@uoregon.edu</u>

**Event Menu:**

Build-your-own-pita bar:

Pita bread, lettuce, tomatoes, onions  
lamb gyro, chicken shawarma, felafels  
tzatziki sauce

**Non-University Caterer:**

Catering Company:	<u>Caspian</u>	Contact:	<u>Elhaam</u>
Address:	<u>863 E 13th Ave</u>	Phone:	<u>541-913-1850</u>
City / State / Zip:	<u>Eugene, OR 97401</u>	Fax:	<u></u>

The Organization is aware that they are responsible for providing  
University of Oregon Catering with a copy of the catering company's:

Catering License

Certificate of Liability Insurance

Authorized University of Catering Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Additional Guidelines/Comments:

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Approved    Not Approved   Signature: \_\_\_\_\_ Date: \_\_\_\_\_