

BYU Public Food Event Notification

(Public Food Events Not Using BYU Dining Services)

BYU Dining Services Catering, 5562 WSC, Brigham Young University, Provo, UT 84602

Tel: 801-422-5001 Fax: 801-422-0907 catering@byu.edu

Application Date ___/___/___ Food Event Name _____

Person in Charge _____ Phone # _____ Cell Phone# _____

Fax# _____ Email: _____ Department/Org _____

Campus Card #: _____

Name of Approved Caterer _____ Phone: _____

Event Date	Event Size (# people to be served)	Type of Service (Buffet, etc.)	Event Location & Address	Set-Up Time	Serve Time	End Time

Menu Items:

Food will be prepared (you may check both boxes):

In advance. Preparation location name & address:

On Site. Cooking equipment to be used:

If food is purchased, where will food be purchased?

Other Comments:

BYU to provide Event Coordinator?

Approved Caterer to provide Event Coordinator?

ServSafe Certified/Certificate # _____ Expiration Date: _____

On-Site contact # _____