

THE UNIVERSITY OF MEMPHIS
APPLICATION FOR EXCEPTION TO BRING FOOD ON CAMPUS
(INFORMATION BELOW MUST BE PRINTED)

1. Organization/Group Name: _____

- (Check one) Student Organization
 University Department
 Individual or Non-University Organization

2. Applicant (Responsible Person): _____ Signature: _____

3. Local/Office Address: _____

Phone: _____ Fax #: _____

4. Purpose of Activity: _____

3. Date of the Activity: _____ Time: _____ Number of Participants: _____

4. Location (Building & Room): _____ **Facility Scheduler Must Initial** _____

5. Has space use been secured? Yes No

6. Is the food to be sold? Yes No

NOTE: Student organizations selling food must complete a "Solicitation for Funds" form.

(FORM IS AVAILABLE AT UC INFORMATION DESK OR FROM STUDENT ACTIVITIES COUNCIL)

7. Is the activity open to the general public? Yes No

8. Specify the exact types of food and/or soft drink desired to bring on campus: _____

9. Why do you not want to use University Dining Services? **(Note: Cost does not justify an exception)**

All Signatures Required for Approval

Faculty/Staff Advisor/Sponsor Fax #: _____

Printed Name: _____ Signature: _____ Date: _____

Student Organizations Office or Department/Activity Head or Public Service

Printed Name: _____ Signature: _____ Date: _____

Dining Services (1st Floor of UC, Phone: 678.2112)

Printed Name: _____ Signature: _____ Date: _____

Date: _____

Student Affairs (235 Administration Building, Phone: 678.2114, Fax: 678.5206)

APPROVED: Yes No

COMMENTS: _____

Original copy only of this form must be routed and approved in sufficient time to allow final approval five working days prior to the event.

FOR STUDENT AFFAIRS OFFICE USE ONLY

CC: Facility _____ Dining Services _____ Accounting _____
Applicant _____ Public Service _____ Student Org. _____
Other _____