Permit to Serve Food on University of San Diego Campus

1. I am requesting to serve the following and it is within the allotted $500 budget:

______________________________________________________________________________

2. Organization involved _________________________________________________________

3. Responsible person / Cell number ______________________________________________

4. Email _______________________________________________________________________

5. Name of event _________________________________________________________________

6. Location of event __________________________________________________________________

7. Date and time frame ____________________________________________________________

8. Food and beverages to be offered ________________________________________________

_______________________________________________________________________________  

9. Where will foods/beverages be purchased and prepared? ___________________________

_______________________________________________________________________________  

10. If outside Restaurant or Caterer is being requested do you have a copy of their San Diego Health Permit and Insurance. This is required. ________________________________

11. How will foods be kept hot or cold, as necessary, and how will they be protected from contamination during transportation, display and serving?

_______________________________________________________________________________  

12. What are your plans for hand washing? ___________________________________________

13. Date submitted: _______________________________________________________________

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(Do not write below this line)

Additional Comments

_______________________________________________________________________________  

_______________________________________________________________________________  

_______________________________________________________________________________  

Approved: ____________________________ Date: ____________________________

Display This Permit at the Site of Event (Subject to Revocation for Non-Compliance)

Contact: Carol Norman, USD Dining Director, email: norman@sandiego.edu