

FACILITY POLICY
V. J. and Angela Skutt Student Center
Harper Center for Student Life and Learning

SECTION Reservations and Event Policies			NO. 3.7		
ISSUED February 2007	REV. January 2011	REV. May 2011	REV.	REV.	REV.
POLICY Food Service Catering Leftovers			PAGE 1 OF 1		

PURPOSE: To protect the food service client and guests and uphold the integrity of Sodexo.

SOURCE: Skutt Student Center Advisory Board, Harper Center for Student Life and Learning Administration and contractual agreement with the University's food service provider.

POLICY: For numerous reasons, including insurance, ServSafe regulations, and State/Local Health Department concerns, no catering client or guests of that customer shall remove food products from the Skutt Student Center or Harper Center for Student Life and Learning at the conclusion of an event without explicit prior approval of the catering department's director or his/her designatee. Only products that will not spoil and become contaminated will be considered for removal.

This guideline includes staff of the Skutt Student Center and Harper Center for Student Life and Learning and the expectation that staff will not consume leftovers remaining at an event site without approval of the catering administration.
