

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

SECTION Reservations and Events Policies			NO. 4.7		
ISSUED February, 1988	REV. March 1995	REV. April 2003	REV. February 2007	REV. January 2011	REV. May 2011
POLICY Catering Exclusivity Violation			PAGE 1 OF 1		

PURPOSE: To allow Creighton University's food service purveyor to have exclusive control of all retail/catering operations in the Skutt Student Center and Harper Center for Student Life and Learning.

SOURCE: Skutt Student Center Advisory Board, Harper Center for Student Life and Learning Administration and Administrative Contractual Agreement

POLICY: The Skutt Student Center and Harper Center for Student Life and Learning contracts their food service through Sodexo Campus Services. All foods and beverages consumed in the building related to events and activities must be purchased from Sodexo unless special arrangements are made through the Director of Skutt Student Center and Harper Center for Student Life and Learning or his/her designee.

Any individual or group discovered to have brought food from outside the building into the facility for an event without appropriate permission will be charged a minimum fee of \$50.00. Fees will be assessed according to the severity of the violation. (See Policy 4.1 for fee information)

In accordance with this policy, the Skutt Student Center and Harper Center for Student Life and Learning will allow:

- Brown bag events, which individuals provide their own meal
- Events subject to the University's Ethnic Food Service Policy
- Special event arrangements subject to authorization by the Director of the Skutt and Harper Centers or his/her designee.
