



**Fort Lewis College
Permission to Sell or Serve
Non-Campus Dining Services Food on Campus**

Form must be completed and turned in AT LEAST 1 week prior to event

1. Date of application _____
2. Name of department or Registered Student Organization (RSO) _____
3. Individual responsible for the event _____
4. Individual's email _____ **AND** phone number _____
5. Title of event _____
6. Date of event _____ Start time _____ End time _____
7. Location of event _____
8. Specify Request
 - Sale of Food**
What type of food _____
 - Service of Food**
Reason for permission to serve non-CDS food _____
9. Are Fort Lewis College funds being used to purchase items? **Yes** or **No**
10. Approved: _____ Date _____
Director, Student Union

SPECIAL REQUIREMENTS:

Before the event, the resource information on safe food handling and preparation must be reviewed by at least one representative of your registered club, organization or department who must be present during the entire sale. The resource information is available on line at <https://www.youtube.com/watch?v=hlpiU4-PG3o>. I have reviewed the resource information. If more than one person has reviewed the resource information, list names here or on the back of this form if more space is needed.

Signature _____ Date _____
(Please Type Signature)

***Once completely filled out, please turn this form into Student Union, SU 164,
and you will be contacted regarding approval***