
Division of Student Affairs

Application for exemption to UNIVERSITY policy on food for events

It is Salisbury University policy that University Dining Services (UDS) is the exclusive provider of food served on the campus or other property owned or leased by the University. The policy exists to protect the health, safety and reputation of Salisbury University and the campus population. It is applicable specifically to events funded by the university &/or those where the attendance is open to the campus public.

The University has the sole authority to permit exceptions on a case-by-case basis. For example, the University may grant exceptions for bake sales, commercially pre-packaged snacks and non-alcoholic beverages. This policy applies to student, department, faculty and staff functions in the planning stage.

The following waivers will be automatically granted and do not need written authorization:



Vendor /Food Source

Company Name: _____

Telephone: _____

Description of food items: _____

Company Name: _____

Telephone: _____

Description of food items: _____

Company Name: _____

Telephone: _____

Description of food items: _____

ROUTING PROCESS

1. Requestor completes form and submits to University Catering via email catering@salisbury.edu or web form fill.
2. Notification of approval or rejection will be provided within 72 hours of request.
3. Failure to follow the policy and/or the purchase of unauthorized food or drink will result in referral to the Office of Community Standards and may result in revocation of future exemption application opportunities.

Approval () **Denied ()**

Date

Vice President of Student Affairs (or Designee)

