Catering Waiver/Agreement & Environmental Health and Safety Permit Application
Please fill out and email copying both cateringwaivers@sdsu.edu AND ehsfoodsafety@sdsu.edu

Event Date: ____________________ Start time: __________ End Time: __________ Guest Count: ________________

Name of Coordinator: ___________________________ Dept/Org: ____________________________

Phone Number: ___________________________ Email: ____________________________

Event Location: ___________________________ Event Name: ____________________________ EAS#: ________________

Event Description: ______________________________________________________

Event Type: ☐ Private (members only; by invitation) ☐ Public (open to anyone on campus) ☐ Fundraiser

Where are you getting the food? (Check one)
☐ SDSU Catering (When Permit is needed) - Please attach contract
☐ Pre-Approved On Campus Vendor (See Below) - Please attach invoice
☐ Grocery Store/Costco - Beverages must be Pepsi Products
☐ Off Campus Vendor - Please attach Invoice - Insurance Documents Required- Additional Email to Follow

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<table>
<thead>
<tr>
<th>FOOD ITEMS (All Food Items and Beverages)</th>
<th>NAME OF VENDOR</th>
<th>HOW IS FOOD BEING TRANSPORTED? (Pick Up, Drop Off, etc.)</th>
<th>SERVING (Self-serve, Caterer, etc.)</th>
<th>COOKING DEVICE (If applicable)</th>
<th>HOT &amp;/or COLD HOLDING DEVICE</th>
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Describe delivery, on-site food handling, food service, hand washing station, and disposal of waste and wastewater:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

This is to certify that the information provided is true and correct. I will ensure that I receive training and that other foodhandlers will be trained. Trained foodhandlers will be present at the event and will comply with the SDSU Food Safety requirements enforced by the Environmental Health and Safety Department. I understand that non-compliance with the requirements can result in immediate closure, loss of future privileges and disciplinary action. A Copy of San Diego County Health Permit and/or latest inspection report may be required with this application.

Event Coordinator: ___________________________ Date: ___________________________

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SDSU CATERING USE

Date Received: ____________________________________________________ ☐ Complete ☐ Incomplete

Approved By: ______________________________________________________ Date: ___________________________

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EHS USE ONLY

Permit Issued: _________________ Incomplete Submission: _________________ Not Required: _________________

EHS Signature: ____________________________________________________ Date: ___________________________