POLICY: Use of Campus Catering Contract

Last Updated: July 2, 2013

The University of Missouri – St. Louis (UMSL) contracts with a single vendor for on-campus catering. As a part of this contract, the vendor has exclusive rights to provide all food services for all events held on the UMSL campus including the RCEW building.

Exceptions to this policy must be received in writing and in advance from the Director of University Center. Only the vendor has the authority to approve such exceptions. Further information and related policy is available on the UMSL Food Permit Application.

The vendor has provided the following guidance on potlucks. Pot lucks are informal events in which NO University administered funds are being used to provide food or drinks.

“Carry-ins/Pot Lucks

Carry-ins/pot lucks do not require a temporary food distribution permit as long as they:

- Are limited to members of a single/department
- Are a closed event
- Participants are familiar with one another

Carry-ins/pot lucks that do not meet the above criteria should follow the procedures for the Temporary Food Distribution Permit and may require participants to complete a waiver to participate.”