Temple University Catering Exception Form – Outside Catering

Office of Business Services 1816 North 15th Street – Suite 328 Philadelphia, Pa 19122 (O) 215.204.3121

Cherry & White Catering Company 1603 North Broad Street – Morgan Hall Terrace Level, Southwest Corner (O) 215.204.6789 (E) Church-Shannon@aramark.com

		/ent:
Departments	Organizations	
Department Name:	Organization Name:	
Contact Person:	Contact Person:	
Department Phone:	Organization Phone:	
Department Email/Fax:	Organization Email/Fax:	
uthorization. 3. Get Business Services A <u>vent</u> . Supporting documentation must b	Authorized Budget Unit Approval. 2. Get Cherry & White Approval. Catering Exceptions require written approval <u>tw</u> te presented to allow for comparison between Cherry & Wa e caterers must provide a copy of their Certificate of Liabili	<u>o weeks prior to the</u> hite Catering Company
uthorization. 3. Get Business Services A <u>vent</u> . Supporting documentation must b nd the proposed outside caterer. Outside	pproval. Catering Exceptions require written approval <u>tw</u>	o weeks prior to the hite Catering Company ty Insurance (COI),
<i>went.</i> Supporting documentation must be not the proposed outside caterer. Outside which must reflect a minimum of \$1 million . Authorized Budget Unit Approval:	Approval. Catering Exceptions require written approval <u>tw</u> be presented to allow for comparison between Cherry & W be caterers must provide a copy of their <u>Certificate of Liabili</u>	o weeks prior to the hite Catering Company ty Insurance (COI),
Authorization. 3. Get Business Services A <u>vent</u> . Supporting documentation must b nd the proposed outside caterer. Outside which must reflect a minimum of \$1 millio	Approval. Catering Exceptions require written approval <u>tw</u> be presented to allow for comparison between Cherry & Wa caterers must provide a copy of their <u>Certificate of Liabili</u> n in general liability coverage before any exception will be	o weeks prior to the hite Catering Company ty Insurance (COI), approved.
Authorization. 3. Get Business Services A vent. Supporting documentation must b nd the proposed outside caterer. Outside which must reflect a minimum of \$1 million . Authorized Budget Unit Approval: . Authorization by Cherry &	Approval. Catering Exceptions require written approval <u>tw</u> be presented to allow for comparison between Cherry & Wa caterers must provide a copy of their <u>Certificate of Liabili</u> n in general liability coverage before any exception will be	o weeks prior to the hite Catering Company ty Insurance (COI), approved.

Approved

Michael D. Scales

Print Name

Signature

Date: _____ Office Phone: 215-204-3121

Revised 08/2017