



Moreno Valley College

Food Service Form
 16130 Lasselle St
 Moreno Valley CA 92551
 (951) 571-6332

Date

Request For Authorization To Sell Food

Group	Event
Date of Event	College/District Location of Event
Time of Event	Time Event Ends
_____ Name of Organization _____ Representative and Title _____ Number and Street Address _____ City State Zip _____ Phone Ext.	Please Note: 1. Approval is not granted until Signed Copy is returned by Food Services. 2. Please notify Food Services if event is canceled. 3. This form must be kept by group to be shown at event if requested.
Use of Cafeteria	<input type="checkbox"/> Fundraiser <input type="checkbox"/> Selling Food <input type="checkbox"/> Giveaway
Date	
Time	

Special Remarks and Comments

All outside vendors requesting to sell food or beverages for special events must fill out and submit to food services: vendor application for use of college facilities, provide proof of insurance, and sign Hold Harmless Agreement.

Equipment Needed

Type of Food or Drink Selling or Giveaway

 Representative Signed

 Advisor Signed

 VP Student Services Signed

 Food Service Authorization Signed