CATERING OPTIONS
WHEN CAMPUS CATERING ISN’T AVAILABLE

Option 1
You may pick up food and/or beverages from any store or restaurant. No
permission required, no catering permit required, and the restaurant doesn’t
need to be on the list of approved caterers.

Option 2
If you want food delivered/dropped off (no set up or serving), then you can order
from a vendor on our List of Approved Caterers. After you obtain a quote or
invoice from the restaurant, you will need to complete a UCSB Catering Permit
before your event. For simplicity, please use the DocuSign PowerForm for
Catering Permits, and please be sure to attach a copy of the quote.

Option 3
If you want catering Services, that includes set up, and serving, in a non SB 820
Building, then you must submit an exception request, which can take weeks.
Some caterers on the approved caterers list have been “pre-screened” which
makes the exemption request a bit quicker. Here are the instructions on how to
submit a Covered Services (Article 5) Exception through Labor Relations:

1. Go to the ServiceNow Portal
2. Select Human Resources > Employee & Labor Relations > Department
   Advisory Services
3. Select “Union Contract Question” in the first dropdown
4. Then “SX” in the second dropdown
5. And then “Contracting Out for Covered Services” in the third dropdown
6. In the description/comments box, include all the following:
   a) Location of event
   b) Date of event
   c) All duties of what the Caterer wil be doing: i.e., setup/cleanup, cooking,
      plating, and/or serving food or drink
   d) Confirmation of first right of refusal from Campus Catering
   e) State you’re using an Approved Caterer, and
   f) Such Caterer has a signed Covered Service contract with Wage & Benefit
      Parity
   g) SB820 Certification: “On behalf of ____ department, I _____, hereby
      certify that no covered services will be provided within any campus
      building or facility within any SB 820 designated building.”

Caterers who have been “pre-screened” as of 5/4/22
~ Catering Connection ~ Country Meat Market & Catering
~ Home Plate Grill ~ Omni Catering