

Mosher Alumni House

IMPORTANT CATERING INFORMATION

Campus Catering has the first right of refusal to provide catering for events on campus.

If Campus Catering isn't able to provide catering, please follow the guidelines on the right.

Mosher is not an SB 820 Building, which allows for option 3 on the right.

IMPORTANT LINKS:

[Food & Drink @ UCSB](#)

[Campus Catering](#)

[List of Approved Caterers](#)

[UCSB Campus Catering Permit](#)

[Labor Relations ServiceNow](#)

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 will 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