

# Catering Incentive Fund Guidelines

ARAMARK Corporation is the food services provider for Texas A&M University-Corpus Christi. As a part of their contract with the university, ARAMARK has committed to assisting student organizations with catering expenses.

Recognized student organizations can apply for assistance with catering expenses for meetings, events and activities happening on the A&M-Corpus Christi campus. The purpose of this incentive fund is to encourage student organizations to use campus facilities and ARAMARK catering for their functions.

First priority for assistance is given to any recognized student organization, including UCSO organizations, Greek organizations, and sports clubs. Student organizations that have their own line item in the university budget (i.e. Campus Activities Board, Islander Cultural Alliance, Island Waves, Interfraternity Council, Panhellenic Council, University Council for Student Organizations, Student Government Association, etc.) are eligible to apply after the deadline if catering incentive funds are available.

To apply, turn in the attached application to Student Organizations Center in University Center 204 A, by October 12, 2007. Catering fund recipients will receive an official notification in their student organization mailbox by October 22, 2007. Any remaining funds will be distributed on a first-come, first-serve basis after this deadline.

A committee of one ARAMARK representative, two university representatives, and three students will determine recipients of the catering incentive fund.

## ***The Rules:***

- o Each organization may only receive one allocation from the fund per year.
- o The catering incentive fund allocation is the amount that the organization would be charged for the food, not ARAMARK's actual costs to prepare the food.
- o Organizations may receive full or partial assistance for their catering. The committee will determine the actual percentage of assistance.
- o Allocations can only be made to events happening on the A&M-Corpus Christi campus or in A&M-Corpus Christi facilities.
- o Food provided through the catering incentive program cannot be used for fundraisers.
- o Preference will be given to programs/events/meetings that are open and advertised to the entire campus community.
- o No organization will be denied based upon the political, religious or ideological views of the organization.

