

Student Union Food and Beverage Guide

Preferred

UCF Catering Services

Ferrell Commons, Room 109

407-823-2494

<http://ucf.campusdish.com/Catering.aspx>

Approved

Only the UCF on-campus locations of each restaurant listed below are approved to cater.

Burger U

Knights Plaza

407-882-0450

www.burgeruucf.com/catering.html

Café Bustelo

UCF Locations

407-823-2494

catering@ucf.edu

Chick-Fil-A

John T. Washington Center, Bldg 26

407-823-2494

catering@ucf.edu

Einstein's Bros. Bagels

Business Administration, Bldg 45

407-823-2494

catering@ucf.edu

Domino's Pizza (Carry-Out Only)

John T. Washington Center, Bldg 26

407-822-2010

www.dominos.com

Domino's Pizza

Knights Plaza

407-882-1010

Dominos8620@hotmail.com

Dunkin' Donuts

Knights Plaza

407-283-4695

Jc041885@gmail.com

Foxtail Coffee

John T. Washington Center, Bldg 26

407-823-0118

www.foxtailcoffee.com

Gringos Locos

Knights Plaza

321-430-4665

catering@gringoslocos.com

Huey Magoos

Student Union

407-823-2494

catering@ucf.edu

Jimmy John's

Knights Plaza

407-882-2222

www.jimmyjohns.com

Panda Express

Student Union

407-823-2494

catering@ucf.edu

The Pop Parlour

Knights Plaza

813-507-7066

adam@thepopparlour.com

Purple Ocean

Student Union

purpleoceansfb@gmail.com

Smoke & Donuts BBQ

Student Union

407-823-2494

catering@ucf.edu

Smoothie King

Student Union

407-882-0201

ucfsmoothie@aol.com

Starbucks

UCF Locations

407-823-2494

catering@ucf.edu

Subway

UCF Locations

407-482-2267

www.subway.com

Which Wich

Student Union

407-823-2494

catering@ucf.edu

Qdoba

Student Union

407-823-2494

catering@ucf.edu

Exemption

The following items are permitted provided prior approval from an event coordinator:

- Coca-Cola brand beverages
- Store bought, pre-packaged, nonperishable, personal sized, individually wrapped items (such as candy bars or granola bars)
- Fruits, which the skins are not consumed (such as oranges or bananas)

The total cost of all items listed above must not exceed one-hundred dollars (\$100).

Fines

A **\$50 Fine** will be assessed if any unapproved store-bought food or drinks are present at your event. Your organization will also be placed on a restricted status and any future bookings will be reassessed.

A **\$200 Fine** will be assessed if any food or beverage from a catering vendor not listed on this sheet is present at your event. This same fine will be applied if any home cooked goods are present at your event. Your organization will also be placed on a restricted status and any future bookings will be reassessed.



How to order catering in a facility managed by the Student Union

FREQUENTLY ASKED QUESTIONS

- ***I would like to have food and beverage at my event in an SU managed facility. What is the policy?*** Clients who wish to have food and beverage present during their reservation in any SU controlled facility may only place orders with vendors on our SU Food and Beverage Guide. Home cooked goods, unapproved store-bought food and beverages, and/or food from a vendor not listed on our guide is not permitted. Failure to comply with these policies will result in the assessment of fines and additional restrictions.
- ***What catering vendors can I use at the Student Union facilities?*** The approved vendors listed on the SU guide is inclusive only of our on-campus food and beverage providers. To ensure all food service standards and insurance requirements are met, it is mandatory that only our approved vendors are use.
- ***I was able to order food from an off-campus caterer at a previous event. What happened?*** In order to stay in compliance with university policy, we updated our approved list at the end of 2019 in order to keep the process as efficient as possible for both our clients and our event team. To maintain all food service standards and insurance requirements, it is mandatory that only caterers from our list are used within Student Union facilities. This also ensures our catering partners are offering the best service.
- ***I am able to have food and beverage from sources not on the SU Food & Beverage Guide for events at other UCF locations. Why is the Student Union different?*** As a high-volume facility, having a controlled list of approved caterers allows us to maintain all insurance and licensing documentation required for events in our spaces.
- ***I am interested in bringing in store bought items. What is the process?*** Clients willing to have store bought food and beverage at their event must first contact their event coordinator to receive approval. See page 1 of this guide to see what items are permissible.
- ***How do I place an order with a caterer? How do I make payment?*** Catering orders are to be placed and paid for directly with the approved vendor of your choosing.
- ***What if I need cultural or religious catering?*** UCF Catering Services is able to offer a variety of cultural, religious, and dietary restricted menu items. They are even willing to prepare food with your recipes. If Catering Services or one of our other approved caterers is unable to fulfill your request, you may request a waiver to the policy to permit a one-time approval for an external caterer. These requests must be submitted a minimum of 30 days in advance, require additional paperwork, and may require additional fees if approved. Please contact your event coordinator to explore this option. You must first reach out to our approved caterer, UCF Catering Services, and have in writing that they are not able to accommodate your request in order to pursue this option.
- ***What if I need halal for my event?*** UCF Catering is proud to be able to source the highest quality ingredients from their suppliers, many of which are halal certified, including chicken and other proteins and adheres to the follow procedures when preparing Halal food:
 - All Halal Food is cooked with ingredients that are Halal certified.
 - Nothing is cooked with renin, enzymes, gelatin, or alcohol.
 - Separate, disposable aluminum foil containers and cooking utensils are used as well as disposable serving trays and utensils to prevent cross contamination.