

Dear Food Service Provider:

Beginning in the fall of 2017, Wichita State University and its affiliated corporations have adopted a flexible catering policy that welcomes off-campus caterers to provide food service for campus events in most university buildings including the Rhatigan Student Center.



Preferred Caterer Application

Date: _____
 Organization Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Telephone Number: _____

Contact Person

Name: _____
 Phone: _____ Email: _____

Business License Number

Number: _____ Expiration Date: _____

Alcohol License Number (if applicable)

Number: _____ Expiration Date: _____

Liability Insurance: Yes No Expiration Date: _____

Please attach a copy of your certificate of Liability Insurance naming Wichita State University and Wichita State University Union Corporation as certificate holders.

Do You Have a Food Handler's Permit For Your Wait Staff?: Yes No

This agreement is valid for one calendar year after the date of approval.
 Please allow 10 business days for approval.
 You will receive a confirmation email on approval.
 By signing this agreement, you agree to pay a 10% commission to Wichita State University on food and beverage sales.

Signature: _____
 Date: _____

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Approved By: _____ Date: _____

This application may be submitted to Maria Ciski via email, post, fax, or in person.
 If you have a question or concerns please call (316) 978-3475.

Email: maria.ciski@wichita.edu
 Fax: (316) 978-3054
 Address: 1845 Fairmount Box 56 | Wichita, KS 67260
 Office: Rhatigan Student Center Room 234