Food Services
2000 Sth. River Grove, IL 60171
Catering Form
For Triton College

FACILITY & CALENDAR CLEARANCE FORM MUST BE APPROVED BEFORE FOOD CAN BE ORDERED.

NAME OF ORGANIZATION:

ORDERED BY: DATE OF EVENT:

ADDRESS: EST # OF GUESTS:

PHONE #: TIME OF EVENT:

BILL EVENT TO (Dept. #): Requisition Number:

LOCATION OF EVENT: PRICE ESTIMATE:

MEAL: ☐ BREAKFAST ☐ LUNCH ☐ DINNER ☐ SNACK ☐ PICK-UP ☐ DELIVERED

☐ DISPOSABLES ☐ CHINA ☐ LINEN BAR SERVICE: ☐ CASH ☐ HOST

PLEASE DOUBLE-CLICK ON CORRESPONDING BOXES TO MARK YOUR SELECTIONS

Items requested:

Special Instructions:

Bill Information:

# OF PEOPLE OR GUARANTEED: PRICE PER PERSON:$3.81 SUBTOTAL:
SERVICE CHARGE: STAFF CHARGE: none TAX: Exempt
GRAND TOTAL:

The patron acknowledges receipt of a copy of this agreement agrees to the policies, rules and conditions of Food Services, Inc. and of this agreement, implied or written. The patron also agrees to pay and satisfy the total amount due on the function date.

Patrons Signature ___________________________ Date: ______________________
FSI Rep. Signature ___________________________ Date: ______________________

Please e-mail this form to fsi@triton.edu