

REQUIREMENTS & RESTRICTIONS FOR FOOD SERVICES IN LSA BUILDINGS

These general policies apply to the use of common space in LSA buildings, except those designated areas for which specific procedures and policies have been developed. Designated areas currently include the Chemistry Building atrium and Chemistry tables, both north and south atria in East Hall and the Haven Hall Posting Walls A, B, C, D (these are the tables located in Mason "Fishbowl" area).

1. Students may **NOT** bake their own goods for sale. Only commercially prepared foods may be sold.
2. No food and beverages may be served during normal class and exam periods without explicit approval from LSA Facilities & Operations.
3. Food service is restricted to snacks and hors d'oeuvres or food that can be served and removed without further preparation or significant clean up.
4. During the food service the user/sponsor is responsible for taking appropriate measures to ensure the consumption of food is contained within the authorized area; ensure garbage/trash containers are readily available; cleanup of spills and trash taken to the building dumpster at the conclusion of the food service.
5. No sale of Alcohol is permitted. See alcohol serving policy rules on the LSA Facilities & Operations website (Policies & Procedures).
6. Tables, chairs, serving carts, etc. must be placed in such a manner that circulation through the utilized space is not restricted and exits are not blocked. Stocks of food and serving supplies, if any, must also be kept clear of circulation paths and exits.
7. The user/sponsor is responsible for obtaining, placing and removing all necessary tables, chairs, serving carts, etc. Users must make separate arrangements for furniture and equipment with rental companies or other campus resources. Tables, chairs or other furnishings may **NOT** be removed from classrooms.
8. User/sponsor assumes the responsibility to reimburse LSA for damages to the building or its contents that occur as a result of the sponsored event.