

## OFF-SITE CATERING FLOW CHART

**What is considered “Catering Service(s)”?**

- Caterer’s **deliver** and **serve** food, *if the organization goes and pick up the food and serves themselves this is not considered a caterer.*

**Will services be provided at/near the Highlander Union Building?**

- Citrus Grove Catering at UCR has first right of refusal for catering events at the Highlander Union Building (HUB) and other campus locations. For dining permission/approval, please email Lisa Walke at [lisa.walke@ucr.edu](mailto:lisa.walke@ucr.edu) .

