

OUTSIDE FOOD & BEVERAGE POLICY FOR REGISTERED STUDENT GROUPS



Horowitz Events Centre (HEC) catering services are the primary food & beverage provider for UASU-managed meeting spaces in the Students' Union Building. All catering for University & external bookings must be provided by HEC. Revenues from HEC catering offset venue operating costs, and most importantly, they support non-revenue-generating student services, programming and other campus initiatives.

UASU-registered student groups are encouraged to review the catering menu available at horowitzevents.ca. Student groups receive a 10% discount on most food catering. We strongly encourage student groups to consider professional catering services from HEC for their events, as improper handling of food may lead to food poisoning and other health hazards.

However, we recognize the unique circumstances of registered student groups, and understand that groups may not have the financial capacity to order catering. Therefore, we permit student groups currently registered and in active good standing with the UASU to bring their own outside food and non-alcoholic beverages into select venues subject to the following requirements, which the group hereby agrees to follow:

- The group is solely responsible for the food and beverage items brought onto the premises, and agrees to indemnify and hold harmless HEC and the UASU, as well as its employees, agents, and affiliates from any and all claims, damages, liabilities, or expenses arising out of or resulting from the consumption of such items. The group assumes all risks associated with consuming such items.
- The group will comply with all applicable health and safety regulations and guidelines, including proper storage, handling, and disposal of food items. Groups must be especially aware of Alberta Health Services obligations if serving home-prepared foods. Groups should consult AHS resources including the [Tips for Hosting](#) document.
- Food service accessories (plates, utensils, napkins, serving trays, take-out containers, etc) and serving/holding equipment are not provided by HEC for outside food and drink. Groups may request reusable plates and cutlery in advance from HEC through the Reusable Dish Program, subject to availability. Email bookings@horowitzevents.ca to inquire.
- The group is responsible for all handling and service of outside food and beverage items. HEC staff are not able to serve, handle or otherwise assist in service or transport of outside items brought in.
- Groups are responsible for disposal and cleanup by the end of their event time. Groups who do not follow this requirement will be billed for HEC staff cleanup time and may be restricted from future bookings.
- The group agrees to follow all student group event approval guidelines that pertain to the distribution of food and beverages.
- All beverages must follow cold beverage exclusivity rules. For campus locations outside of SUB, cold beverage products must be exclusively supplied by Coca Cola Bottling.
- Alcohol service and alcoholic beverages must be coordinated and supplied through HEC.
- Outside food and beverages may not be made available by the group for sale or purchase, or for distribution to the general campus public.
- Food and beverages obtained from outside professional catering services are not permitted. Catering staff from any caterer other than HEC Catering are not permitted on the premises.