

Food Vendors On-Campus for Student Organization Fundraising Purposes

NOTE: This process is suspended for the 2021-2022 Academic Year

Occidental College advocates for recognized student clubs to be self-sustaining, and supports fundraising efforts by such organizations. Oxy's Catering Policy prohibits the presence of off-campus food vendors on Occidental's premises for fundraising purposes. For student organizations, the Campus Events Advisory Committee ([CEAC](#)) will consider and may approve exceptions to this policy. All requests will be considered, however if the following provisions can be met, those requests will be granted priority consideration:

Requests must be received by the SLICE Office 4-6 weeks in advance of proposed fundraising event (6 weeks is needed for vendors that have not previously done business with the College). CEAC will then consider the request at one of their weekly meetings.

- The event may not be held in the same building that Campus Dining has an operating facility (Johnson Student Center, Samuelson Pavilion, Berkus Hall)
- The vendor must satisfy liability, auto, and workman's compensation insurance requirements, as required by the Office of [Risk Management](#)
- The vendor must satisfy food and health safety requirements (if applicable), as required by [Risk Management](#)
- The sponsoring student organization must receive at least 20% of proceeds
- The fundraising event is being held during hours in which Occidental dining operations are closed or services limited
- Products being sold are not in direct conflict with what Occidental dining operations currently offer
- Placement of the event is advantageous to the College community, in that the event is placed in an area not closely served by dining operations