



Dining Services

Student Organization Soliciting Permit

Today's Date: _____

Name of Student Organization/University Department: _____

Name of Requestor: _____

Contact Phone Number: _____ FAX # _____

Contact Email: _____

PLEASE CALL 848-932-8469 IN CASE OF CANCELLATION

LIST DINING HALL(S), MEALS AND DATES REQUESTED: (LUNCH 11:00-2:30; DINNER 4-9)

Day of Week	Date	Dining Hall	Time
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

DO YOU REQUEST THE USE OF A TABLE & CHAIRS? YES NO

DO YOU NEED THE USE OF AN ELECTRICAL OUTLET? YES NO

PURPOSE, IN FULL DETAIL, TO BE FILLED OUT BY REQUESTOR:

UPON ARRIVAL, PRESENT THIS PERMIT TO THE COURTESY DESK. YOU MUST ALSO LEAVE YOUR ID WIT THE COURTESY DESK UNTIL THE TABLING PERIOD IS OVER AND YOU HAVE RETURNED THE TABLES AND CHAIRS. YOU ARE REQUIRED TO SET IN PLACE YOUR TAVLE AND CHAIRS, KEEP THE AREA FREE OF LITTER AND RETURN THE TABLE AND CHAIRS AFTER EACH MEAL. IF YOU REQUIRE ANY OTHER EQUIPMENT, IT IS YOUR RESPONSIBILITY TO ACQUIRE IT.

I will conduct the soliciting in an orderly manner and will keep the display area free of all unsightly material.

Signature of Requestor

This request conforms with established Rutgers University and Dining Services policies and has my approval.

Executive Director of Dining Services