

Retail catering policies

As little as 48 hour notice may be required on some menu items. Last minutes orders are based on availability, so please place your order before 48 hours.

Monday thru Friday orders must meet a minimum revenue of \$40 per order to be delivered.

Orders that are outside the delivery minimum, has the options for catering to be picked up at the retail location.

Orders can be place by contacting the Event Planning office Monday thru Friday from 8:30am - 5pm at su-retailcatering@email.arizona.edu or 520-621-1989 or ordering online.

Hours

Catering orders are scheduled for delivery no earlier than 7am and no later than 4pm Monday thru Friday. (Later delivery maybe available with 48 hour notice in most locations) On Saturday from 9am – 4pm and Sundays delivery is available if total price exceeds \$300 (48 hour notice).

Summer Operating Hours: Monday thru Friday from 8am – 2pm.

Delivery:

All delivery must be on the University of Arizona main campus within 3 miles of the Student Unions Building for the follow retail outlets:

Einstein Bros Bagel ~ 7am – 4pm

Catalyst Café ~ 8am – 4pm

Highland Market ~ 7am – 10pm & *Tapingo* 10pm – 3am

On Deck Deli ~ 8am – 4pm

Slot Canyon Café ~ 8am – 4pm

The Scoop ~ 8am – 3pm

Chick-Fil-A ~ 10am – 4pm

Supplies

All catering orders includes the following supplies where applicable: disposable plates, napkins, utensils, cups and serving utensils.

Cancellation and Changes

- Any food and/or beverage changes that need to be made to an existing order must be provided at least 24 – 48 hours prior to the order date. Otherwise, we cannot guarantee that we will be able to accommodate your catering needs.
- Catering orders cancelled within a 24-hour period of the scheduled order will result in a 100% cancellation fee. Exceptions may apply.

Delivery Fee

A delivery fee surcharge of \$10 will be applied only on orders from Catalyst Café and Slot Canyon.

Please note this is a "drop off" order, no set up will be provided including tables, chairs or linens.