



The University of Georgia

FOOD SERVICES

Camps and Special Groups Meal Service Agreement Summer 2013

University of Georgia Food Services is pleased to provide meal service to your summer camp or special group. This agreement summarizes the arrangements between Board of Regents of the University System of Georgia, by and on behalf of University of Georgia Food Services and:

Camp/Group Name: _____

Sponsoring Organization: _____

Dates Meal Service Required: _____

For the purpose of this Meal Service Agreement, the term “guest” will refer to the persons and/or family members of those participating in the camp or special group meal service at University of Georgia Food Services.

Maymester (May 14 – June 5) Oglethorpe Dining Commons will be the sole provider of service to camps/groups. Summer Session (June 6 – August 1) Bolton Dining Commons is open for breakfast, lunch and dinner, Monday through Saturday and Sunday breakfast and lunch. The Village Summit and Snelling Dining Commons are open for breakfast and lunch, Monday through Friday. Reservations for meals during days or meals when the facilities are not scheduled to be open may be made by special arrangement only.

Weekend meal service, on-site camp lunch service, and use of private dining space is available via special arrangement (three weeks notice required) through Food Services summer camp and special group liaison, Carol Eidson (706) 542-7122. When service is provided during a period in which Food Service is not open to serve meal plan customers, menu options may be limited as is appropriate according to group size.

Additional catering needs such as receptions, refreshment breaks or banquets can be arranged by contacting University of Georgia Campus Catering at (706) 583-0892.

Meal prices for camps and special groups for summer of 2013 (pre-tax) are:

	Contract before 3/31/13	Contracted before 3/31/13 & All meals contracted with FS	Contract after 3/31/13
Breakfast:	\$7.36	\$6.95	\$8.18
Lunch:	\$9.25	\$8.74	\$10.28
Dinner:	\$12.83	\$12.11	\$14.25
Daily Total:	\$29.44	\$27.80	\$32.71

AGREEMENT GUIDELINES

- This Meal Service Agreement must be signed and returned to University of Georgia Food Services by March 31, 2013 in order to secure the discounted meal pricing stated above.
- Reservation numbers are required three weeks before meal service for the camp or group begins.
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- All meal reservations must be made in writing. Meal charges will be assessed based on the number of meals reserved. Reservations made in advance for guests 12 and under will be billed at one-half the above meal rate.
- Billing will be processed after the completion of each camp or special group session. Payment is required within ten business days of receipt of the invoice.
- Payment not received by Food Services within 30 days of the date of the final invoice will be assessed a 5% late fee.
- The Sponsor shall be responsible for payment of any and all collection costs and attorneys' fees incurred by the University of Georgia in collecting any amounts due under this agreement.
- Any group with an outstanding bill that has been unpaid for more than 60 days will have all pending reservations cancelled until full payment is received.
- Any group with a history of delinquent payments, solely determined by Food Services, may be required to pay a minimum deposit of 50% of the estimated balance prior to the first serving day.
- Wristbands required for entrance into the dining commons are issued to sponsors based on the number of meals reserved. Additional wristbands provided to sponsors in order to accommodate late registrants will be billed as a reservation unless they are returned before the end of the first day of service. **Wrist bands are to be worn on the wrist of the user, not attached to other objects.** Replacement cost for lost wristbands is \$1.50 each.
- Meal tickets for special guests of the camp can be provided to camp sponsors upon request. Any guest dining with the camp or group will be expected to present a ticket or pay the cashier for the meal.

THE SPONSOR AGREES:

- To be responsible for the conduct of the camp or group and to furnish adult supervision both in the lobby and in the dining room for all pre-college age guests. Any damage or cost incurred by University of Georgia Food Services as a result of the acts of guests will be the financial responsibility of the camp or group sponsor and will be added to the final invoice. University of Georgia Food Services reserves the right to remove any guest from the dining halls and refuse future services.
- To indemnify and hold harmless the State of Georgia, the Board of Regents of the University System of Georgia, the University of Georgia, University of Georgia Food Services, and their officers, members, employees, agents, representatives and instrumentalities including the Georgia Tort Claims Fund and other self-insurance funds of the State, their successors and assigns (hereinafter the Indemnitees) from all loss and liability of any nature whatsoever (excluding such loss or liability based upon the sole negligence or willful and wanton misconduct of the Indemnitees) in any way connected with the premises or the rights and privileges herein conferred.

- To provide a Certificate of Liability Insurance providing coverage to guests dining with or as part of Sponsor's camp or group if the camp or group is not a University of Georgia department sponsored event. The Certificate must designate the "CERTIFICATE HOLDER" as being "The State of Georgia," "The Board of Regents of the University System of Georgia," and "The University of Georgia." Along with other appropriate coverage listed in the Certificate, a minimum of \$1,000,000 per individual and \$3,000,000 per incident for Property Damage and Personal Injury is required. The Certificate of Liability Insurance must be received by University of Georgia Food Services prior to any participants receiving wristbands or meal tickets or by May 31, whichever is earlier.

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OTHER CONSIDERATION

Priority meal service is accorded University of Georgia summer session meal plan participants and freshmen orientation participants. University of Georgia Food Services reserves the right to delay meal service for a summer camp or other special group in order to accommodate the requirements of these meal participants.

Organization Sponsor/ Representative

Board of Regents of the University System of Georgia, by and on behalf of the University of Georgia Food Services

Name (Print): _____

Signature: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

2013 Camp Billing and Contact Information

Please return this document with your signed contract to ensure we have current billing and contact information.

Camp/Group Name: _____

Camp/Group Sponsor: _____

Primary Contact (print): _____

Primary Phone: _____

Primary Email: _____

Primary Fax: _____

Secondary Contact (print): _____

Secondary Phone: _____

Secondary Email: _____

Secondary Fax: _____

Billing Name: _____

Address: _____
