



Request to be an Approved Outside Caterer

(to be filled out by caterer)

Name of Establishment: _____

Address: _____

Telephone Number(s): _____

Name of Owner 1: _____

Name of Owner 2: _____

NEEDED FOR APPROVAL:

- Contract/Terms and Conditions \$1,000,000
- Cortland County Catering Permit
- ASC named as additional insured,
- Administrative Handling Fee, \$15 per year (7/1 – 6/30)

OFFICE USE

ON FILE:

Contract/Terms and Conditions

Cortland County Catering Permit

ASC named as additional insured,
\$1,000,000

Administrative Handling Fee, \$15 per
year (7/1 – 6/30)

Date Approved:

Signature, Director of Dining Service:

Signature, ASC Executive Director:
