



DINING SERVICES

EMBRY-RIDDLE AERONAUTICAL UNIVERSITY

Please Email Form to dbscater@erau.edu | Questions? Call (386)226-6087

Name of Event/Theme: _____

Date of Event: _____

Event Start Time: _____ Event End Time: _____

Location of Event: _____ Floor: _____ Room: _____

Is this a Classroom: _____

** Will this location be available 2 hours before set up?* _____

China or Plastic (China \$3.00 per person): _____

** China Events need 24 hrs to set up space*

How Many Guests? _____

P-Card #: _____

NON ERAU - Paying with credit card or check: YES _____ NO _____

**75% Deposit is Due 7 Days Prior*

Contact's Name: _____

Contact's Cell Number: _____

Food Table Linen Color: **White 85" - Complimentary* _____

Guest Table Linen Color: *White 85" - \$7* _____ *120" - \$12* _____

** Black Linen upon request*

of Guest Linen for round tables: _____

** Please be advised the linen that comes with your order is only for the food tables*

Have you ordered the food tables, if so how many? _____

REQUESTS:

Allergies or special dietary restrictions? _____



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What type of Menu Selections would you like? <https://erau.catertrax.com/>

Add: _____

VIP'S in Attendance: _____

