



"Think. Work. Serve."

**Office of Events Management
And Conference Services**

3500 John A. Merritt Boulevard
Nashville, TN 37209
Office: (615) 963-5721
Fax: (615) 963-1548

CAMP AND PROGRAM ARAMARK FOOD FEE NOTICE

All 2017 Summer Camp Rates

Breakfast: \$ 6.00

Lunch/Brunch: \$7.00

Dinner: \$7.00

1. Customer logs in to <https://tsu.catertrax.com>
 - a. Book camps at least 6 weeks before start date.
 - b. Confirm numbers 1 week prior to start date.
2. ARAMARK week runs Thursday thru Wednesday.
 - a. Camp decreases will be made the following day of notification.
 - b. Please notify the catering office ASAP.
3. Please wait till BEO has been approved before doing PR request.
4. PO must be approved before event can take place.
5. If temp staff is used please make sure the Dept. Chair is aware of the items being ordered.
6. Catering Contacts: 963-5492 or 5066
 - a. Lela Moore Events Coordinator
 - b. Brandon Lloyd Catering Manager
 - c. Derrick Seay Food Service Director