

Order Name: **WA Student Assoc. Board Meeting**



**Western
Washington
University Catering**

109 High Street, Edens Hall
Bellingham, WA 98225
360-650-3933

CONTRACT #4468

Saturday, 12/14/2013
Ordered On: 11/19/2013



Customer Information

First Name:	Kay lee
Last Name:	Galloway
Organization:	Associated Students
Department / Company:	AS Board
Address:	516 High Street
City:	Bellingham
State:	WA
Zip Code:	98225
Email:	asvp.gov@wwu.edu
Phone:	360-650-3736
Click Here To View the Policies, Terms & Conditions. Enter Your Initials to Accept:	KG

Delivery / Pickup Information

Method:	On Campus Delivery
Delivery Contact:	Kaylee Galloway
Address:	516 High Street
City:	Bellingham
State:	WA
Zip Code:	98225
Delivery Phone:	360-650-3736
Building:	Viking Union
Floor:	5
Room # / Name:	565
Do you require China? (additional charges may apply):	No
Do you require Linen? (additional charges may apply):	No

Payment Information

Payment Type :	Expenditure Request
ER#:	?

Staff Information

Event Information

Guest Count:	50
Pick-up/ Delivery Date:	Saturday, 12/14/2013
Room Set-by Time:	9:15 AM
Event Start Time:	9:30 AM
Event End Time:	12:15 PM
Room Available To Set Time:	9:00 AM

BEVERAGES

	Qty.	Price	Ext.
Coffee Service/ Regular - per gallon	3	\$17.75	\$53.25
Hot Assorted Tea - per gallon	2	\$17.75	\$35.50

* The administrative charge is not intended to be a tip, gratuity, or service charge for the benefit of employees.	Order Totals	
	Sub Total	\$88.75
	Administrative Charge	\$17.75
	Tax	\$9.27
	Order Total	\$115.77
	Balance Due	\$115.77

Special Instructions**CONTRACT #4468**