**Floor Dinner Program**

Contact Person: Delivery Location:

Name of Residential Group: Delivery Time:

Today’s Date: Guest Count:

1. To request a date, you must call Jonathan Kirchner, Catering Director 507-389-1529. Only 2 groups may have meals on the same day, with a maximum of 4 per week. Dining Services reserves the right to propose a different date when two other groups have reserved meals for that specific day. Times must be between 4-7pm Sunday-Thursday with a **20 person minimum**. Please call ahead of time for availability.
2. Complete this form and **email** the request to University Dining Services at least SEVEN (7) DAYS prior to the date of the event. The email should be sent to [jonathan.kirchner@mnsu.edu](mailto:jonathan.kirchner@mnsu.edu) If you have questions, you may contact him at 507-389-1529 or at the email address listed.
3. Print clearly and have each person sign their name on the form. Please use the last six digits of their MavCARD number (NOT THEIR TECH ID). The MavCARD Number is the 629854# on the front of their MavCARD.
4. All meals must be paid for with a meal plan before the event.
5. Students may use Dining Dollars to purchase meals for non-meal plan participants. Simply put the name of the student who is paying on the list again for each additional meal they are buying.
6. **This sheet is to be turned in 7 days prior with ESTIMATED GUEST COUNT, the list with MAV CARD Numbers needs to be turned in the day prior to your event BY NOON unless it is Sunday then you will have to have the list in by 3pm Friday prior.**

MEAL CHOICES – Check the box next to the meal you would like

**Taco Bar**

Seasoned Ground Beef

Small Flour Tortillas and Hard Shells Spanish Rice

Refried Beans

Tortilla Chips with Salsa

Lettuce, Tomato, Sour Cream, Shredded Cheese

Cookies

Lemonade and Water

**Fajita Bar**

Grilled Chicken Breast

Large Flour Tortilla Shells

Sauteed Peppers and Onions

Spanish Rice

Lettuce, Tomato, Sour Cream, Shredded Cheese

Tortilla Chips with Salsa

Cookies

Lemonade and Water

Hamburgers & Hot Dogs

Burger buns, hotdog buns

Pasta Salad

Potato Chips

Lettuce, Tomato, Ketchup, Mayo, Relish, Mustard

Cookies

Lemonade and Water

**Pizza**

One Topping Pizza – Cheese Sausage, or Pepperoni

Tossed Garden Salad

Ranch and French Dressing

Cookies

Lemonade and Water

Roasted Vegetables w/Marinara

Baked Mac N Cheese

Romaine Salad with Caesar Dressing

Breadsticks

Cookies

Lemonade and Water

**Breakfast**

Scrambled Eggs

Breakfast Potatoes

Pancakes with Maple Syrup

Salt, Pepper and Ketchup

Cookies

Lemonade and Water

Floor Dinner Event Details

Event Date: Start Time: Delivery Building: Hall & Floor:

Contact Person: Email: Phone #:

Hall Director Name: Hall Director Email: Number Attending:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Using a Meal Plan  Or Dining Dollars? | Name | Signature | MavCARD number  (629854 # - last 6 digits are needed) |
| 1 | Meal Plan / Dining Dollars |  |  |  |
| 2 | Meal Plan / Dining Dollars |  |  |  |
| 3 | Meal Plan / Dining Dollars |  |  |  |
| 4 | Meal Plan / Dining Dollars |  |  |  |
| 5 | Meal Plan / Dining Dollars |  |  |  |
| 6 | Meal Plan / Dining Dollars |  |  |  |
| 7 | Meal Plan / Dining Dollars |  |  |  |
| 8 | Meal Plan / Dining Dollars |  |  |  |
| 9 | Meal Plan / Dining Dollars |  |  |  |
| 10 | Meal Plan / Dining Dollars |  |  |  |
| 11 | Meal Plan / Dining Dollars |  |  |  |
| 12 | Meal Plan / Dining Dollars |  |  |  |
| 13 | Meal Plan / Dining Dollars |  |  |  |
| 14 | Meal Plan / Dining Dollars |  |  |  |
| 15 | Meal Plan / Dining Dollars |  |  |  |
| 16 | Meal Plan / Dining Dollars |  |  |  |
| 17 | Meal Plan / Dining Dollars |  |  |  |
| 18 | Meal Plan / Dining Dollars |  |  |  |
| 19 | Meal Plan / Dining Dollars |  |  |  |
| 20 | Meal Plan / Dining Dollars |  |  |  |

**\*\*\*\*In case of emergency on day of event, please contact Catering Director Jonathan Kirchner: 952-200-2419\*\*\*\***

Attention Students!

Your MavCARD number is on the front of your MavCARD and begins with 629854. Please see an example below of where to find this number. This number is needed to sign up for the floor dinner – NOT YOUR TECH ID.

Your MavCARD #



Your MavCARD #