



# 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 Naomi McKinney, 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 [naomi.mckinney@mnsu.edu](mailto:naomi.mckinney@mnsu.edu) If you have questions, you may contact her at 507-389-1529 or at the email address listed.
- 3) Print clearly and have each person sign their name on the form. It is very important to have everyone's Star ID.
- 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 GUEST COUNT, the list with MAV CARD Numbers needs to be turned in the day prior to your event BY NOON unless it is on Sunday then you will have to have the list in by 3 pm Friday prior.

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

<input type="checkbox"/> <b>Mediterranean</b> Greek Chicken Plate Mediterranean Chicken Thigh Lemon Herbed Rice Hummus or Tzatziki with Pita Romaine Salad with cucumbers, tomatoes, onions, and feta Lemonade and Water	<input type="checkbox"/> <b>Fajita Bar</b> Grilled Chicken Breast Large Flour Tortilla Shells Sautéed Peppers and Onions Spanish Rice Lettuce, Tomato, Sour Cream, Shredded Cheese Tortilla Chips with Salsa Cookies Lemonade and Water	<input type="checkbox"/> <b>Taco Bar</b> 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
<input type="checkbox"/> <b>Breakfast</b> Scrambled Eggs Breakfast Potatoes Pancakes with Maple Syrup Salt, Pepper, Ketchup Cookies Lemonade and Water	<input type="checkbox"/> <b>Pizzas - single topping</b> Tossed Garden Salad Ranch and French Dressing Cookies Lemonade and Water	<input type="checkbox"/> <b>Hamburgers &amp; Hot Dogs Burger buns, hotdog buns</b> Baked Beans Potato Salad Lettuce, Tomato, Ketchup, Mayo, Relish, Mustard Potato Chips 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?	<u>Name</u>	Signature	Tech ID
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 Naomi McKinney: 507-389-1529\*\*\*\***