

## UCC Catering Process

1. An event reservation is required for all classes and events at UCC. Click the link to make a reservation:  
**For UCC staff:** <https://25live.collegenet.com/umpqua/>  
**For Public and Students:** <https://www.umpqua.edu/request-event/public-request-an-event-at-ucc>
2. On the event wizard, please mark the requirement that indicates that food and/or beverages will be served. Please also indicate who the caterer or vendor will be. Please refer to the Approved Caterer/Vendor list below to choose a provider.
3. Ready-to-eat food is allowed from any commercial licensed provider. Please indicate to the Special Events Department who that provider will be via e-mail message, if not noted on the event reservation. A receipt of purchase will need to be submitted to the Event/House Manager on the day of event or a scanned copied of the receipt needs to be emailed to Special Events. Heat and eat food is not allowed. Serving home-cooked food to the public is not allowed.
4. CUSTOMERS who are provide Catering to their attendees shall pay a fee of \$25.00 for up to 50 attendees and 50 cents per person above 50 attendees for all events when food and/or beverages are provided by an approved Caterer or Ready-to-eat food from a commercial licensed provider.
5. Food Providers (Food Truck), that sells food directly to the attendees of an event, will be charged a 5% fee for the totally daily sales of food.
6. <https://www.oregon.gov/oha/PH/HEALTHYENVIRONMENTS/FOODSAFETY/Pages/regs.aspx>

## UCC Approved Caterers

### Between the Buns Sandwich Shop

250 NE arden Valley Blvd #188

Roseburg, Oregon

Phone: (541) 672-0342

Website: <https://www.facebook.com/Between-The-Buns-Sandwich-Shop-Deli-105916829450110/>

### Creative Catering

60 SE Main Street

Winston, OR 97496

Phone: 541-643-5996

Website: <http://www.carlascreativecatering.com/>

### Smoke-N-Out Barbecue—Southern style

Sutherlin, Oregon

Phone: (843) 513-2865

Website: <https://www.facebook.com/smokenoutbbq/>

### Southgate Market and Deli

1967 SE Stephens Street

Roseburg OR 97470

Phone: (541) 672-9693

Website: <https://www.facebook.com/RoseburgSouthgateMarket/>

### Tacos La Rana (food truck)

444 SE Oak (0.65 mi)

Roseburg, Oregon 9747

Phone: (541) 580-5904

Hours: 10 am to 6 pm

Website: [https://www.facebook.com/Tacos-La-Rana-Mexican-Food-Truck-355626285098549/?ref=py\\_c](https://www.facebook.com/Tacos-La-Rana-Mexican-Food-Truck-355626285098549/?ref=py_c)

### The Bun Stuffer (food truck)

444 SE Oak (0.65 mi)

Roseburg, Oregon 97470

Phone: (541) 543-6068

Website: <https://www.facebook.com/BunStufferfoodtruck/>