

Catered by Sponsor

Tel: 613 533-2953

Victoria Hall, E022
Queen's University
Kingston, Ontario, Canada

Your package contains:

Food Service Request Form

Hand Washing Procedure

Provide as much information in detail as possible on the forms to avoid delay.

Once the necessary paperwork has been completed, return as a package, to the Hospitality Services Office, Room E022 Victoria Hall, for processing (at least 2 weeks in advance).

The Administration of Hospitality Services will send confirmation if your request has been approved or declined, by e-mail or phone. It is important to leave a phone number and email address where you can be reached during the day. If you do not hear from us several days after submitting your forms please call us to follow up.

If you have any questions, please call Hospitality Services Office (613) 533-2953. Our fax number is (613) 533-6665.





