

**Brescia University
Caterer Application**

Caterer is responsible for collecting charges from client. Caterer will remit a commission of twelve percent (12%) of the gross sales (not including sales tax) of each catering event to Brescia University Business Office within five (5) days of event.

Caterer will provide four references to verify the ethical and financial stability of the caterer with application. They also must verify Caterers' ability to plan and prepare for an event as well as their cleaning reputation.

Caterer will provide a current certificate of insurance with application. Certificate of insurance must be updated and resubmitted to the Business Office each policy year. The certificate must indicate levels of coverage and that caterer's personnel are covered by workers' compensation insurance. This certificate must specify Brescia University as additional loss payee.

General Liability\$1,000,000
Umbrella Liability.....1,000,000
Workers Comp500,000

Applications submitted without all of the required insurance listed above will be rejected.

Caterer must possess the proper environmental health permit from the Kentucky Department of Human Resources.

Caterer personnel must be properly attired at events in Brescia facilities.

The undersigned caterer accepts the provisions listed above and agrees to comply with requirements stipulated therein.

Company Name _____
Address _____

Phone _____

Name _____
Title _____
Signature _____
Date _____

Submit to:
Brescia University, Inc.
Attn: Business Office
717 Frederica Street
Owensboro KY 42301