



# CARDINAL CROSSING CATERING



When Placing orders please allow a minimum of 2 weeks advance notice  
Submit requests to Cathy Berk at D. O. or send e-mail to [caberk@sunprairieschools.org](mailto:caberk@sunprairieschools.org)

Date Needed:	Person Making Request:
Time Needed:	Contact Person:
Location:	Phone Number:
Name of Event:	Billing Info- Address
From Account #:	
To Account:	<input type="checkbox"/> Food Service Staff on Site <input type="checkbox"/> Set up of Food and Supplies

	Order Quantity	Each Price	Total Price
Menu Item Request			

Special Instructions:

**Note:** All equipment and supplies must be returned to the designated kitchen. A fee will be assessed for items not returned.

**Food Service to complete:**

Prep Kitchen	Staff			
Pickup By:	Hours			
Equipment Sent:		Equipment Return:		