



# Tabling Policy

Things you should know...

**It is the intent of UC Santa Cruz Dining to allow access to student groups and organizations that would like to share information with our meal plan holders.**

- We also recognize the need for our customers to have a place where they can gather in a relaxed atmosphere to eat their meals and share social space with friends.
- We limit tabling in our dining hall space to a maximum of one group at a time, with **PRIOR** approval. Tabling areas are clearly defined and approaching our guests while they are in line waiting for food or seated at tables is prohibited.
- Information sharing/outreach to our students should be strictly volunteer on the part of our guests. They should always have a choice not to be engaged with.
- Please schedule your tabling event with our **Program Coordinator, Candy Berlin @ 459-5630** or **cberlin@ucsc.edu** no less than one week prior to your event. She will check the reservation schedule and notify you if there is available space. You will be sent an **approved release form** to take to the dining hall to display. Unit Managers will be notified that you have received permission on the given date and time for the locations(s) you are requesting.

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\*Please remember, students who conduct the tabling are not authorized to eat in the dining hall nor do they have access to beverages unless they are a UC Santa Cruz Dining meal plan holder or pay the cash price in advance to our cashier.

\*\* If your table is blocking the entrance/exit or customer service areas you will be asked to relocate. Refusal to do this will result in termination of approved tabling.