

Approved Vendors:

Dine-In, Take-Out or Catering Options

We are committed to making your meeting a success by providing a wide range of tastes and budgets through our Bobcat Bistro. Dine-in, take-out or catering is available for your next meeting. Contact the Bobcat Bistro at 740-681-3389 or kness@ohio.edu.

Ohio University Lancaster’s Bobcat Bistro & Dining Services has the exclusive right to offer food and beverage service on premises and therefore has the **FIRST RIGHT OF REFUSAL** for all catering events and banquet services utilizing Ohio University funds.

Community members organizing events who wish to have food served by an outside vendor or prepare their own food, must speak with our Bobcat Bistro at least 14 days prior to the event.

Caterers:

- | | |
|----------------------------|-----------------------------------|
| Bobcat Bistro –681-3389 | Lancaster Country Club – 653-5150 |
| Cristy’s Pizza – 687-0770 | Panera – 654-8902 |
| Four Reasons – 654-2253 | Shaw’s – 654-1842 |
| Jimmy Johns – 740-277-6199 | |

Theatre Technicians for Lighting and Sound:

For outside groups only:

Ed Whitney of Metro Tekk Productions at 614-861-5888 or www.metrotekk.com
Innerphase Video – 740-653-2564

If you are Ohio University Lancaster faculty or staff:

Ed Whitney of Metro Tekk Productions at 614-861-5888 or www.metrotekk.com

Portable Restrooms (OUL must provide location and agree to set up and removal times):

Porta Kleen – 689-1886

Your program description:

A description of your event is required before approval can be granted for use of any space on campus.

Do you want your event posted for public viewing on the Ohio University Lancaster’s events calendar?

Yes

No

Description Example:

“The Fairfield County Basketball Official’s Association will be conducting a basketball officiating class this fall. Completion of the class leads to basketball officiating certification with the Ohio High School Athletic Association (OHSAA). Classes will be held Wednesday evenings from 6pm – 9pm. Cost of the class is \$115, and includes all class materials as well as the first year of registration with the OHSAA.”

Please return completed form to:

**Maryann Lape
Ohio University Lancaster
1570 Granville Pike
Lancaster, OH 43130**

For Internal Use:

Date request received: _____ Suggested Location: _____ Rate: _____

Est. Physical Plant Time: _____ Community Partner: _____ Reserved: _____ Yes _____ No