MEMORANDUM FOR COMMUNITY COMMONS PATRONS

FROM: 316 FSS/FSW

SUBJECT: Food and Beverage Policy

1. Patrons are NOT PERMITTED to bring food and beverages into the Community Commons (to include the patio) except for under the following circumstances.

 A) Catered items acquired from facilities of the 316th FSS

 The Club at Andrews 301-568-3100

 The Courses at Andrews 301-981-4653

 B) Hamburgers, Hotdogs, chips, punch and cake

(Meats to be cooked on patio grill)

2. These policies are established through JBA Operating Instruction 34-109 and referenced in attachment 1 the room reservation contract.

8.4. Light refreshments for official functions, i.e., commander’s calls, individual/group retirement ceremonies, and wing promotion ceremonies, may be brought in from outside sources or the function POC, but are limited to cake and punch/soft drinks. Authorized food items on the Patio for official functions are limited to “snack bar” type items, such as hamburgers, hot dogs and chips.

Failure to adhere to these policies will result in organizations being restricted from utilizing the Community Commons.

Date of Event:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name of Requestor:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Requestor:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FSS Staff Member Verification:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_