

CATERING & EVENT MENUS



WELCOME

Thank you for selecting the Arizona Catering Company for your upcoming event. We are thrilled to provide you the following menu selections for your consideration. Please keep in mind that our Event Planning and Culinary Teams are at your disposal to create and tailor special menus according to your individual tastes, specific requirements and budget.

In addition we are pleased to accommodate special dietary requirements and we are delighted to work with you on ethnic functions. Thank you for the opportunity to help create an unforgettable culinary experience for you and your guests.

Please contact the Event Planning Offices

Monday – Friday from 8am – 5pm or by appointment

Phone: 520-621-1989 ♦ Fax: 520-621-2545

Lyn Cunningham, Director of Catering 520-626-0055, cunninghaml@email.arizona.edu

Brandi Dillon, Assistant Director of Catering 520-626-0443 bedillon@email.arizona.edu

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Charlene James, Event Planning Coordinator 520-621-6566, charlenj@email.arizona.edu

PLANNING NOTES

To assist with your planning we hope the following information will be helpful.

- Menu Planning: To insure we are able to provide you with the best product and services, we appreciate a minimum of 7 days to plan and confirm your order. Any request made less than 7 days in advance of event date may be subject to limited availability and product.
- Guarantees: Arizona Catering Company requires the final order and guest guarantee a minimum of 3 business days prior to the event date, this includes ALL allergy, vegetarian, vegan, gluten free or special needs requirements for event menu. See additional information on guarantees listed in policies.
- Menu Pricing: All menus and pricing is subject to change in the event of unforeseen market changes. Arizona Catering Company reserves the right to adjust prices as needed. If this occurs your Event Planner will provide you with new menu pricing as well as options to adjust menu to keep original menu pricing.
- Service Fees And State Tax: All events requiring service staff to remain for all or part of the event will be subject to **18% Service Charge**. All delivery/drop offs will be subject to **15% Service Charge**. Arizona state tax (currently 6.1%) will be added to all food and beverage items.
- Alcohol Service: Any event wanting to provide Alcohol must complete Alcohol Permit Application www.union.arizona.edu/alcohol and submit to permit office for approval. Application must be submitted a minimum of 3 weeks prior to event date. Approval will be forward to contact listed on application. Questions regarding application or policy please contact 520-621-9463

LUNCHEONS

MID DAY

Lunch Buffets are Designed
for 90 Minutes of Service and
a Minimum of 20 Guests

Desserts are Not
Transferable to
Refreshment Breaks



MEDITERRANEAN BUFFET / \$20

Salads

Greek Salad "Niçoise Style"

Yellow Potato Salad with Capers & Turmeric

Selection of Entrees

Chicken Taouk with Sardinian Couscous & Cucumber Yogurt Sauce

Charred Beef Kebabs with Braised Lentils & Fresh Vegetables

Accompaniments

Persian Rice with Turmeric, Currants, & Almonds

Crispy Pita, Lavosh, & Pappadams with Hummus & Baba Ghanoush

Desserts

Traditional Baklava, Lebanese Cookies

Iced Tea

MEDITERRANEAN BUFFET Enhancements / \$4 each

Rock Shrimp Tabbouleh

Marinated Feta Cheese with Raisins & Olives

Braised King Salmon with Fennel, Olives, & Chick Peas

ASIAN KITCHENS BUFFET / \$22

Salads

Yuzu Marinated Mushroom & Tofu Salad with Charred Scallions

Thai Chicken Salad with Cilantro, Bean Sprouts,

Candied Peanuts, & Sesame Mint Dressing

Selection of Entrées

Orange Chicken with Caramelized Onions & Cilantro

Mongolian Beef Tenderloin with Scallions & Tinker Bell Peppers

Accompaniments

Steamed White Rice, Spicy Szechuan Eggplant

Desserts

Apricot Yuzu Parfait with Chicory Crème

Almond Sesame Seed Cookie Bars

Iced Tea

ASIAN KITCHEN BUFFET Enhancements / \$3 each

Chilled Soba Noodle Salad with Cucumber, Sugar Snap Peas,

Cilantro, & Coconut Peanut Dressing

Enhancements / \$4 each

Steamed Mullaway with Mushroom Soy Milk Sauce

Sake Dome with Raspberry Basil Syrup & Candied Peanuts

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THE DELI BOARD BUFFET / \$18

Salads

Dill Baby Gold Potato Salad, Three Cabbage Cole Slaw

Sliced New York Style Deli Meats

Oven Roasted Smoked Turkey, Honey Glazed Black Forest Ham,
Roasted Sirloin of Beef

Accompaniments

Vermont White Cheddar, Gruyère & Pepper Jack Cheeses
Sliced Tomatoes, Onions, & Lettuce
Selection of Eclectic Spreads & Toppings
Hearth Baked Artisanal Breads

Desserts

Raspberry S'mores
Chocolate Brownie Pudding Glass
Iced Tea

DELI BOARD BUFFET Enhancements / \$3 each

Macaroni Salad with Cheddar Cheese & Peas
Three Cabbage Coleslaw
Pineapple Upside Down Bread Pudding

MEXICAN BUFFET / \$18

Salads

Ensalada de Lechuga with Sweet Grilled Onions & *Smoky Lime Dressing*
Crispy Tortilla Chips with Pico de Gallo and Fresh Tomatillo Salsa

Selection of Entrées

Cochinita Pibil with Green Chile Rajas, Black Beans, & Pickled Red Onions
Chicken Adobo Enchiladas, Oaxaca Sauce & Melted Cheese

Accompaniments

Ancho Rice

Desserts

Coconut Flan, Capirotada Pudding
Iced Tea

MEXICAN BUFFET Enhancements / \$4 each

Coctel de Camarones on Ensalada de Chayote with Orange,
Crunchy Jicama, & Cilantro, *Cava Vinaigrette*
Camarones in Red Tomatillo Hominy
Beef Barbacoa Tacos Served with Warm Flour Tortillas
Chocolate Tres Leches
Cajeta Crema with Bananas

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ITALIAN BUFFET / \$20

Salads

Italian Bread Salad with Cucumbers & Tomatoes
Hearts of Romaine with Caesar Dressing

Selection of Entrées

Roasted Breast of Chicken with Saltimbocca Ragoût & Porcini Cream
Rigatoni Pillows Tossed with Garlic, Olive Oil, Plum Tomato,
Pesto, Asparagus & Asiago Cheese

Accompaniments

Seared Italian Field Squash & Tomato Ragoût
Hearth Baked Breads

Dessert

White Chocolate Cappuccino Slices
Cream Puffs Filled with Ricotta Praline
Iced Tea

BUFFET Enhancements / \$3 each

Marinated Cannelini Beans with Pancetta & Rapini
Shrimp Fra Diavolo with Creamy Polenta
Steak "Vesuvio" with Potatoes, Peppers, Onions, Peas, & Lemon
Apricot Panna Cotta
Tiramisù Raspberry Trifle

INDIAN BUFFET / \$20

Salads

Mixed Green Salad, Marinated Cauliflower Salad
Fresh Fruit Display

Selection of Entrées

Tandoori Chicken, Vegetarian Jalfrezi,
Aloo Gobhi (Potato & Cauliflower)

Accompaniments

Saffron Basmati Rice
Naan, Pappadam, Achar,
Raita, Mango Chutney

Indian Inspired Desserts

Gulab Jamun (Milk Balls), Kheer (Rice Pudding)
Iced Tea

INDIAN BUFFET Enhancements / \$3 each

Lamb Curry
Charra Masala
Shirkhand (Sweet Golden Yogurt)

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HOME COMFORTS BUFFET / \$22

Salads

Iceberg Wedge & Romaine Hearts with Candied Nuts,
Bleu Cheese Crumbles, & Creamy Bleu Cheese Dressing

Selection of Entrées

Country Style Meatloaf with Onions & Mushrooms
Garlic Roasted Chicken with Peas & Carrots

Accompaniments

Macaroni & Cheese, Roasted Cauliflower
Hearth Baked Breads & Butter

Desserts

Carrot Cake with Cream Cheese Icing
Cheesecake Topped Brownies
Iced Tea

HOME COMFORTS BUFFET Enhancements / \$3 each

Tomato & Cucumber Salad with Red Onions & Cider Vinegar
Blackened Catfish with Black Bean Ragout & Beurre Noisette
Sliced Roasted Porkloin, Cheddar Cheese Grits, Roasted Apples & Apple Demi
Apple Cranberry White Cheddar Cobbler

SANDWICHES & SUCH BUFFET / \$20

Salads

Organic Mixed Greens & Garden Vegetables, Ranch Dressing, Oil & Vinegar
Marble Potato Salad with Stone Mustard Vinaigrette

Mini

Corned Beef & Pastrami Ruben on a Pretzel Roll,
Turkey & Stuffing with Cranberry Wrap
Roast Beef with Creamy Horseradish Spread,
Balsamic Onions, & Mushrooms on Herbed Focaccia

Large

New Orleans Style Muffaletta with Aged Salamis, Pickle & Olive Relishes
Crisp Green Pickles & Peppers with Selection of Kettle Chips & Sun Chips

Desserts

Coconut Mango Cookie Bar
Chocolate Covered Cheesecake on a Stick
Iced Tea

SANDWICH & SUCH BUFFET Enhancements / \$3 each

Three Pasta Salad with Garlic Ricotta Dressing
Banana Sacher Slice
Fresh Fruit with Crème Brûlée

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MID DAY

CHOICE OF ENTRÉE:

A choice of three entrees (including vegetarian) may be offered to attendees. Charges for all meals is based on the highest priced entrée.

Final count for number of each entrée is due three business days prior to the event. A place card must be provided for each guest indicating their entrée selection.

Two guest lists are required:

1. Guests names in alphabetical order listing entrée choice and table number.
2. Guest list by table number indicating the guest name and entrée choice.

Vegetarian, Dietary or Special menu needs are in addition to the entrée choice but cannot exceed three entrée options total.

TWO COURSE LUNCH

\$14

THREE COURSE LUNCH

\$18

All Menus are Served with Iced Tea and Selection of Rolls and Butter

STARTERS (SELECT ONE)

Simple Organic Greens with Fennel, Radish, Pecans, *Citrus Champagne Vinaigrette*

Simple Caesar Salad with Soy Nuts, Shaved Reggiano, and Sprouts

Iceberg Wedge with Radish, Watercress, Goat Bleu, Pancetta, Crème Fraîche, *Mustard Vinaigrette*

Cream of Tomato Soup with Crème Fraîche and Croutons

Sweet Corn Chowder with Smoked Shrimp and Cilantro

Shrimp Cocktail in Gazpacho Water and Avocado Cream

Maryland Lump Crab Cake with Red Pepper and Sweet Corn

BIG BOWL SALAD (SELECT ONE AS YOUR ENTRÉE)

New Age "Cobb Salad" with Chopped Salami, Ricotta Salata, Vegetables, *Sherry Vinaigrette*

Tuna Niçoise Salad with Gem Lettuce, Marble Potatoes, Green Beans, Onions, Peppers, Olives, Capers, *Lemon Vinaigrette*

Porcini Rubbed Chicken Caesar Salad with Shaved Parmesan, Crunchy Soy Nuts, *Caesar Dressing*

"Contemporary" Chef's Salad made with Little Gem, Iceberg, Tomatoes, Egg, Ham, Turkey, Goat, Swiss, Cheddar, *Sherry Vinaigrette*

ENTRÉE SELECTION (SELECT ONE)

Braised Short Rib of Beef with Whisky Shallot Essence with Mashed Potatoes and Seasonal Vegetables

Chicken Two Ways, Breast and Confit of Chicken with White Bean Fennel Puree and Farmer's Market Vegetable Vinaigrette

Tasmanian Salmon Artichokes Barigoule and Celeriac Puree

Farfallini Pasta with Forest Mushrooms, Oven Dried Tomatoes, Herbs and Parmesan Cheese in Butter Parmesan Sauce

Sweet Potato Cannelloni, Roasted Vegetables, and Toasted Walnuts

Spinach & Wild Mushroom Cannelloni, Rustic Tomato Bruschetta

DESSERT SELECTION (SELECT ONE)

Vanilla Berry Brûlé Trifle ♦ Coconut Flan with Pineapple Confit

Blueberry Cheesecake Dome ♦ Strawberry Shortcake

Passion Fruit Tiramisù ♦ Chocolate Brownie Trifle

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MID DAY



ALL SALADS INCLUDE

Assorted Rolls and Butter, Platter of Assorted Cookies and Iced Tea

GRILLED CHICKEN CAESAR \$10

Wedge of Romaine Lettuce with Pulled Herb Baked Chicken Shaved Reggiano, Croutons, *Classic Caesar Dressing*

GRILLED SALMON SALAD \$12

Grilled Salmon Fillet presented on Field Greens with Marinated Grilled Vegetables, *Balsamic-Maple Vinaigrette*

BLACKENED CHICKEN SALAD \$10

Lightly Blackened Chicken Breast, Corn & Black Bean Relish Mixed Field Greens, *Citrus Vinaigrette*

GRILLED STEAK SALAD \$12

Grilled Steak and Arugula, Mozzarella, Tomatoes, Garden Vegetables, *Chipotle Ranch Dressing*

ALL SANDWICHES INCLUDE

Sandwiches are wrapped in butcher paper and presented with Assorted Cookie Platter and Iced Tea.

GRILLED ANGUS ON CIABATTA \$12

Sliced Angus Sirloin on Ciabatta Bread with Caramelized Onions Balsamic Aioli, Roasted Tomato and Pepper Cress Served with Bleu Cheese Potato Salad

SMOKED TURKEY & BRIE \$10

Smoked Turkey with Brie and Horseradish Mayonnaise On fresh Baked Croissant, Served with Herbed Pasta Salad

GRILLED CHICKEN CLUB \$10

Grilled Chicken with Havarti, Smoked Bacon Lettuce and Tomato, Fresh Baked Focaccia with Fruit Salad

SHAVED HAM & CHEESE \$10

Shaved Ham and Gruyere with Greens, Tomato, Honey-Dijon Mayonnaise On Baguette with Roasted Mushroom Salad

BOX IT TO-GO add \$3 per person

Get any of the above to go...With Whole Fresh Fruit, Chocolate Chip Cookie and Bottled Water or Soft Drink

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GENERAL INFORMATION

ORDERING INFORMATION: To insure a successful event your food and beverage order must be placed a minimum of 7 business days prior to your event. All orders placed less than 7 business days prior to event date must be placed directly with Event Planning Office by calling 520-621-1989. Orders placed less than 7 days may have limited menu options and staffing. An Event Order will be provided for your final review and approval. Guarantees are due 3 business days prior to event date. Your order / event will not be processed without signature and approval of order.

GUARANTEES: Arizona Catering Company requires the final order and guest guarantee a minimum of 3 business days prior to the event date, this includes ALL allergy, vegetarian, vegan, gluten free or special needs requirements for event menu. Once the guarantee is given, the count cannot be reduced. Requests for increases after count is given will be handled on an individual bases based on product requests. Please note Arizona Catering Company prepares for the guest count only. No additional product will be provided unless ordered. Finally billing will be based on guarantee unless or actual guests attendance, whichever is higher. Changes to guest count or food order placed less than 3 days prior to event date may be subject to additional fees or menu adjusted based on product availability and costs. Additional charges will be presented by Event Planner prior to event date.

SERVICE FEES AND STATE TAX: All events requiring service staff to remain for all or part of the event will be subject to **18% Service Charge**. All delivery/drop offs will be subject to **15% Service Charge**. Arizona state tax (currently 6.1%) will be added to all food and beverage items and service fees. If your organization is tax exempt for Rooms and Meals tax, please forward the appropriate documentation.

MENU PRICING: All menus and pricing is subject to change in the event of unforeseen market changes. Arizona Catering Company reserves the right to adjust prices as needed. If this occurs your Event Planner will provide you with new menu pricing as well as options to adjust menu to keep original menu pricing.

CHOICE OF ENTRÉE: A choice of three entrees (including vegetarian) may be offered to attendees. Charges for all meals is based on the highest priced entrée. Final count for number of each entrée is due three business days prior to the event. A place card must be provided for each guest indicating their entrée selection.

Two guest lists are required:

1. Guests names in alphabetical order listing entrée choice and table number.
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Vegetarian, Dietary or Special menu needs are in addition to the entrée choice but cannot exceed three entrée options total.

CANCELLATIONS: All cancellations made less than 15 days prior to event date will be subject to the following charges:

15 – 7 days	25% of total food/beverage purchase
7 – 3 days	50% of total food/beverage purchase
Less than 3 days	100% of total food/beverage purchase

In the case the event was cancelled due to weather or Act of God no cancellation fee will apply. In the case that the event date is changed to a date within 30 days of the original date no cancellation fee will apply.

MEETING ROOMS: All events booked in the Student Union that do not require or request any food or beverage services will be subject to a setup fee of \$1.50 per person for theater seating or existing Boardroom seating. For rooms requiring Classroom seating, conference seating or rounds a charge of \$2.50 per person will apply. Setup fees include all requested / ordered tables, chairs and applicable linens as well as water service. Setup fees are not subject to service charges. Applicable sales tax will be applied.

CHANGES TO ROOM SET UP & EVENT CLEAN UP: Appropriate labor charges may apply when additional set up is required in event rooms after the Event Order has been distributed. The Event Order is distributed 7 business days prior to the event. Labor charges of \$50.00 per hour, per employee may apply to events that require **more** than the standard cleanup at the conclusion of the event. Please do not include glitter and/or confetti in your decor. Please make arrangements to remove all items from the event location immediately at the end of the event. Arizona Catering Company is not responsible for items left behind. Picking up items the following day is not always possible due to functions and other events scheduled in the same space.

STAFFING: Arizona Catering Company will provide appropriate event staff for all events. In the event your event requires additional staffing due to style of event or service needs, the Event Planner will provide you with options to consider. ALL Chef Attended Studios require an attended fee of \$50.00. Should the scheduled starting of a function be delayed by more than one hour (60 minutes) without prior notification from the client, an overtime labor charge of \$50 per server per hour will be applied to client's account. The charges will also apply if function does not end at scheduled time.

ALCOHOL SERVICE: Any event wanting to provide Alcohol must complete Alcohol Permit Application www.union.arizona.edu/alcohol and submit to permit office for approval. Application must be submitted a minimum of 3 weeks prior to event date. Approval will be forward to contact listed on application. Questions regarding application or policy please contact 520-621-9463

GENERAL INFORMATION

SERVICE INCLUDED: DELIVERY/DROP OFF SERVICE: All delivery/drop offs will include complete set up of ordered food, beverage and trash receptacles. Food/Beverage tables will include standard linen, disposable ware (including plates, utensils, cups, service utensils when applicable). All delivery/drop offs will be subject to **15% Service Charge**.

SERVICE REQUIRED EVENTS: All events requiring service staff to remain for all or part of the event will include complete set up of ordered food, beverage, service area and appropriate guests tables. Food/Beverage tables and guests tables will include standard linens, china, silverware, glassware and appropriate service equipment. All events requiring service staff to remain for all or part of the event will be subject to **18% Service Charge**.

PAYMENT: Approved payment options include:

UA Access Account Number: correct billing information must be provided when placing order.

Credit Card: Visa, Mastercard and American Express are all accepted as full, partial or deposit payments. Credit Card Authorization will be handled through SU Accounting Department and receipt will be provided at the time of payment. Credit Card payments must be made within 7 days prior to event date.

Direct Bill: Approval for billing post event will be handled on an individual basis. Please ask your Event Planner for more information.

DELIVERY POLICIES: Arizona Catering Company offers complete campus delivery and pickup services. Off-site event venues and needs are handled on an individual basis. Please note that Arizona Catering Company drivers and staff do not have keys to any campus buildings. It is the responsibility of the client to make arrangements to have the building and event space unlocked and available for delivery and set up. Please speak with your Event Planner to determine an arrival and set up time for any events taking place outside of the Student Union. All pickups will be arranged with the client at the time of delivery. In the event the pickup staff arrives at appointed time and cannot access building or event space an additional fee will apply to return at another time to retrieve equipment. Arizona Catering Company no longer charges individual delivery charges. Please see below for applicable service charges.

STUDENT UNION CONFLICT OF INTEREST POLICY: The Arizona Student Union has established contracts with retail and service providers in the Student Union and areas campus wide. The purpose of this policy is to identify the services provided exclusively by existing contracted companies. Any department, organization, college, company or campus organization that reserves space in the Student Unions or hosts events on the University of Arizona Campus must provide the Arizona Student Unions a list of proposed companies or organizations involved with their event.

To avoid existing contractual conflict, the Student Unions will review the list of proposed companies or organizations whose University sponsorship or participation may create a contractual breach with exclusivity rights guaranteed to companies already contracted with the Arizona Student Unions.

CONDUCT OF EVENT: Client undertakes to conduct the Event in an orderly manner, in full compliance with applicable laws, regulations and University of Arizona, Student Union and Arizona Catering Company rules. Client accepts full responsibility for the conduct of all persons in attendance and for any damage done to any part of the University of Arizona, Student Union and Arizona Catering Company's premises during any time such premises are under the control of Client, or Client's agents, invitee, employees or independent contractors employed by Client. Client hereby indemnifies and holds harmless the University of Arizona, Student Union and Arizona Catering Company and each of the foregoing, against any and all claims, liabilities or costs (including reasonable attorney's fees and whether by reasons of personal injury or death or property damage or otherwise) arising out of or connected with the Event or this Agreement, caused or contributed to by the negligence of Client, or any guest, invitee or agent of Client or any independent contractor hired by Client. Upon the request of University of Arizona, Student Union and Arizona Catering Company, Client shall procure and maintain, at its expense, policies of insurance, in such amounts, upon such terms and with such responsible insurance companies shall be satisfactory to University of Arizona, Student Union and Arizona Catering Company, including comprehensive general liability coverage (with a specific endorsement acknowledging the insuring of the contractual liabilities assumed by Client under this Section 12) and such workers compensation, employers liability and automobile liability coverage as may be required by University of Arizona, Student Union and Arizona Catering Company. Certificates of the issuance of each such policy shall be delivered to University of Arizona, Student Union and Arizona Catering Company at least three (3) days prior to the Event. Each such policy shall name the University of Arizona, Student Union and Arizona Catering Company as additional insured. Such insurance shall be considered primary of any similar insurance carried by any of the above named parties.

SECURITY: If required, in the sole judgment of University of Arizona, Student Union and Arizona Catering Company, in order to maintain adequate security measures in light of the size and nature of Event, Client shall provide, at its expense, a minimum of uniformed guards (not to carry weapons), supervisors and ushers (the Security Personnel). All Security Personnel shall be supplied by UAPD. The Security Personnel are to coordinate with University of Arizona, Student Union and Arizona Catering Company's regular security force and shall concern themselves only with access to the space reserved hereunder (or substituted therefore), restricting their presence to these areas of the premises of the Student Union.