

SPECIAL DIET? NO WORRIES! WE HAVE YOU COVERED!

Bon Appétit Biola University | CAFÉ MEAL ACCOMMODATION POLICY

Bon Appétit provides food that is safe for guests with allergies and or dietary restrictions.

STEP 1

- ❖ Contact Learning Center - learning.center@biola.edu
- ❖ Provide medical rationale and documentation
- ❖ Approved?

STEP 2

- ❖ Schedule an appointment to tour the café, learn how the special meal plan works and visit alternative options already available in the café
- ❖ Contact General Manager Steve Rall steve.rall@bonappetit.biola.edu
or Executive Chef Brian Anderson brian.anderson@cafebonappetit.com

STEP 3

- ❖ If we are unable to accommodate your needs safely through the café (allergic to multiple commonly used ingredients or celiac disease), the next step is setting up special meals to meet your needs.
- ❖ Contact Bon Appétit Special Diets Catering - specialdiets@bonappetit.biola.edu
- ❖ Subject: Special Diet Accommodation Request
- ❖ Ask for "Meal Accommodation" link (Google Doc)

WHAT'S NEXT?

We understand that care must be taken from preparation through delivery to ensure items do not come in contact with any other ingredients. All menus are prepared on a clean, restricted area to avoid any cross contamination.

- ❖ Submit your menus **Every Thursday, before 5 p.m.**, for the following Monday-Sunday via the Meal Accommodation Link. (emailed separately)
- ❖ Before you submit, make sure it includes all the following information accurately:
 - Students name, id number, contact information
 - A description of all the allergies and/or dietary restriction
 - Date, day and pick up time for the meal
 - A menu describing all the requested ingredients
 - ex: steamed plain brown rice, grilled chicken marinated only in olive oil, lemon, salt, and pepper, roasted broccoli seasoned only with salt and pepper

BE RESPONSIBLE

Pick up and cancel on time!!

- ❖ Come to the Café front desk and ask for a Special Diets cancellation form, it must be received **at least 3 hours before the pick-up time**
- ❖ If you can't make it to the Café, fill out a cancellation form **at least 3 hours before the pick-up time** via google docs, attach and send the email to all the people listed below
 - For meals during the **weekdays** they must be received **between 8am-5pm**
 - For meals over the **weekend** they must be received **by 4pm on Friday**

Send email for cancelling a meal to all listed below:

1. Catering catering@bonappetit.biola.edu
2. Steve Rall steve.rall@bonappetit.biola.edu
3. Vincent Hawkins vincent.hawkins@bonappetit.biola.edu

Please keep in mind:

- ❖ Your meal will still be deducted if you do not pick it up or have it cancelled on time.
- ❖ You can purchase a to-go box at the front desk if you wish to take your meal away.