

Please return this form to Treehaven 2 weeks prior to your visit

## Food Service Form

### Side 1

#### Who and When

Name of Group \_\_\_\_\_ Total number in group \_\_\_\_\_  
 Contact Person \_\_\_\_\_ Contact Phone \_\_\_\_\_ Contact Email \_\_\_\_\_  
 Arrival Date \_\_\_\_\_ Arrival Time \_\_\_\_\_ Departure date \_\_\_\_\_ Departure time \_\_\_\_\_

#### Meals...see both sides

Date	Meal (Circle Meals Desired)			Total number of people	Number of meatless entrees	Time
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			
	Breakfast	Lunch	Dinner			

- Groups needing Continental Breakfast, Brunch or Banquet type services – please contact Treehaven Food Service Manager, Ken Kulhanek at 715-453-4240 or [ken.kulhanek@uwsp.edu](mailto:ken.kulhanek@uwsp.edu)
- Final meal counts must be called in 7 days before arrival. If group does not call 7 days before arrival, group will be charged for the number indicated above, unless the group size is larger, then the appropriate adjustments will be made.

#### For Treehaven Use Only

Final Numbers \_\_\_\_\_  
 Date Called

\_\_\_\_\_  
 Signature Date

Please return this form to Treehaven 2 weeks prior to your visit

## Food Service Form

### Side 2

If you have any special request or needs, please feel free to contact Treehaven's Kitchen Manager at 715.453.4240. Your input is welcome for meal planning. If no menu is specified by the group, then a well-balanced variety and plentiful amounts are always standard at Treehaven. Hot and cold beverages are available in the Winterberry Dining Hall during meal times.

### Extra Food Service Options...

What?	Want it? (circle preference)	Which room?	Dates?	Time?
Coffee, Tea, Dispenser Soda	<i>Included in Site Use Fee</i>	Winterberry Dining Room	All Dates	All Times
Chilled cans of soda <i>\$0.75 per can</i>	Yes    No			
Danish, doughnuts, rolls, cookies <i>\$2.00 per person, per break</i>	Yes    No			
Cheese and cracker tray <i>\$2.75 per person, per break</i>	Yes    No			
Cheese, cracker & sausage tray <i>\$3.00 per person, per break</i>	Yes    No			
Specialty Trays (Fruit, Veggie, Finger Sandwiches, etc.) <i>\$3.75 per person, per break</i>	Yes    No			
Hors d'oeuvres <i>Check with Treehaven's Kitchen Manager</i>	Yes    No			
Cash bar <i>Ask about availability</i>	Yes    No			

All fees are subject to change.

**Kitchen Phone Number: 715.453.4240**

**Treehaven – W2540 Pickerel Creek Ave - Tomahawk WI - 54487 – {715}453-4106 – Fax {715}453-1811**