



### **To our Valued Customers**

Moffitt Catering has always strived to be the cater of choice especially as the only UCSF-operated catering service. Due to increased demand and limited staffing, we acknowledge that we have not always been able to provide catering services when you have requested them.

To best optimize our services in the new fiscal year, we will be focused almost exclusively on drop off and pick catering business on weekdays and during business hours while greatly minimizing all full-service catering. This new focus will allow us to optimize our resources and service more customers cost effectively. To assist us in prioritizing your needs, we encourage you to contact us early with your requests. Although we may not fulfill every request, early communication helps us plan effectively. Your patience and understanding during this time are appreciated. If you have any questions or concerns, please reach out. Your feedback is valuable as we navigate through these challenges together.

Thank you for your continued support.

Warm regards,

Your Moffitt Catering Team

**Utilizing Moffitt Catering supports UCSF Services & the Mission of UCSF**

**Give us a call or shoot us an email to get your next event scheduled!**



**(415) 353-1325**

**[moffitt.catering@ucsf.edu](mailto:moffitt.catering@ucsf.edu)**

**View our menus at**

**[www.moffittcatering.org](http://www.moffittcatering.org)**