Yale Law School – Remote Food Policy
Small & Large Groups

The University will allow the pre-payment or direct billing of food, for students in official Law School remote events. **Per University policy, the School will not reimburse individuals for out-of-pocket food expenses.** The School’s guidelines include the following:

a. No remote food or drink for regularly scheduled classes except first-term classes (small and large groups), including sections, which may hold one event providing they have available funding;
b. Faculty, staff, visitors, and other event participants are not eligible for reimbursement;
c. Alcohol is specifically excluded per University Policy, temporary guidance;
d. No remote food for hybrid events (in-person attendees are not allowed to have food);
e. Event organizers must ensure that all attendees have equal access to food;
f. The most efficient method of providing food for students for remote business meals is to purchase meal vouchers through a food deliver service such as Uber Eats, Door Dash or GrubHub.

- YLS limits the value of such vouchers to $20pp.
- The purchase must be made via University Purchasing Card (Yale PCard) or direct billing by the vendor. Any purchases made using any other method of payment will not be reimbursed as it violates the interim Remote Employee Reimbursement Policy.
i. Event organizers should keep a list of attendees for each event.

**Please Contact Kelly Moore in the Business Office with any additional Questions**