

# Taste Spokane

## Restaurant/Catering Information and Contract 2019



Wishing Star appreciates your participation in Taste Spokane 2019. Our success makes it possible to change the lives of life-threatened children, one wish at a time. We look forward to partnering with you.

### **GENERAL INFORMATION**

Date: Friday, February 15, 2019

Time: 6:00 – 10:00pm

Location: Northern Quest Resort and Casino  
100 Hayford Road, Airway Heights, WA 99001

Cost: FREE! Taste Spokane does not require fees to be a vendor.

### **TAX-DEDUCTIBLE CONTRIBUTIONS**

Your contribution is 100% tax deductible. You will receive a charitable receipt after the event. We will contact you for the in-kind donation amount.

**VIP Section:** Make a donation to our VIP section. Perhaps a bottle of wine as a prize for each table (10 tables total), or a private tasting event at your business as a giveaway? Be creative and help make us make our VIP experience one of a kind!

Please consider a donation of product, service or a gift certificate for our raffle. You can also provide coupons for us to include in guest bags.

### **GUEST SAMPLING**

For our 12th annual event we are going unlimited! Guests have paid a premium price for their tickets in exchange for "unlimited" samples. Guests will no longer have to decide which vendors to visit with their limited amount of tokens, which will encourage more interactions with our guests at the event!

As this is a "tasting event", participants expect a small sample of your product. Limit sample sizes to 2 ounces (three small bites). Utensils will be provided for your product. Closer to the event, select the product you would like to showcase for the evening and send a brief, enticing description of your product to [dcurley@wishingstar.org](mailto:dcurley@wishingstar.org).

Based on last year's participation, we anticipate each vendor providing **300-400** tastes.

\*\* Wishing Star will have some volunteers with food-handler's cards who can assist you in serving your product. This can help you cut your costs for the event. Please contact the office as soon as possible so we can find enough volunteers. (The cut-off date for this will be February 4th).

### **DELIVERY AND PARKING**

Unload your equipment/supplies at the rear of Northern Quest- the very most northern doors. You will then need to move your vehicle to the general parking area or the parking garage. The parking garage at Northern Quest is free.

### **VENDOR CHECK-IN**

You may set-up anytime after 4:00p.m. (as we get closer to the event, we may have earlier access to the room). All booths must be ready to go by 5:45pm. Please plan to stay until 10:00pm. Leaving before 10 is disruptive and a safety issue.

Volunteers will be at a table right inside the room near the vendor door. (Delivery and Parking location) They will show you your booth, assist in unloading, answer any questions and provide you with name tags.

### **BOOTH DECOR**

Booth Dimensions: 8' dressed table provided, white cloth and black skirting.

Although elaborately decorated booths are not required, they are more fun. They also attract more attention for guests, making those booths more popular! Please decorate your booth in the way you feel will showcase you and your product effectively. To eliminate clutter, boxes and extra supplies need to be stored under the table. You may hang company banners on the front of your table. Consider bringing menus and business cards to provide to participants.

### **ELECTRICAL POWER**

Each booth location has a three prong 110 electrical outlet available. You will need to provide your own extension chords or power strips if they are necessary. You will need to let Wishing Star know if you need power before the day of the event. This will insure that your booth is ready to go with power when you arrive.

### **HEALTH PERMITS/REGULATIONS**

Although a special permit through the health department is not required for events at Northern Quest, we would appreciate strict adherence to standard food safety regulations. This includes bringing gloves and thermometers.

### **GUEST INFORMATION**

General admission tickets are sold for \$60 in advance, or \$70 at the door. Tickets include admission (7-10pm), unlimited tastings, and a souvenir Wishing Star wine glass.

VIP tickets are sold for \$100. VIP guests receive admission, unlimited tastings, a commemorative annual wine glass, reserved seating, special prizes and giveaways, and 1 hour early VIP admission (6-10pm).

# 2019 RESTAURANT CONFIRMATION, AGREEMENT & CONTRACT



Thank you for your participation in Taste Spokane 2019. We hope that with your help, we can make this year's event the best Taste Spokane ever!

Restaurant/

Business: \_\_\_\_\_ Lead

Representative Name: \_\_\_\_\_

Lead Email Address: \_\_\_\_\_

Additional Vendor Servers: \_\_\_\_\_

(Limit 4 total) \_\_\_\_\_

\_\_\_\_\_

Do you know what you will be serving yet? Please describe below (1-2 options):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please check each box below to commit to your vendor responsibilities:

- I will serve responsibly and serve no more than two ounces per serving of my product.**
- I will donate 100% of my product and time. I understand that I can receive a charitable receipt for my contribution.**
- I will arrive no later than 5:15 pm and stay at Taste Spokane until 10 pm.**

Server Initials: \_\_\_\_\_

Signature of restaurant contact \_\_\_\_\_

Please return signed contract to Dan at [dcurley@wishingstar.org](mailto:dcurley@wishingstar.org) or by fax at 509-744-3414. You can also mail your contact to Wishing Star at 139 S. Sherman St., Spokane WA 99202.

