



## Day of Event

### **Easterseals South Florida will provide:**

- Two 6ft tables - one for prepping and one for serving (one table will have linen)
- Access to electricity (only if needed) **(requested in advance)**
- Service ware **(upon request only) (deadline by October 17<sup>th</sup>)**
- Table signage denoting the establishment's name at the event
- Easterseals South Florida will provide a letter of acknowledgement the value of donations from vendor/company for tax purposes after the event

### **Beverage Vendor agrees to the following:**

- Be present at the **34<sup>th</sup> Annual Festival of Chefs** on Thursday, November 7<sup>th</sup>, 2024
- Donate and serve samplings of your beverage product for approximately 500 guests
- Equipment to serve, hold and display your beverage should be provided by the participating vendor
- We encourage you to decorate your table with your own props. You are welcome to distribute business cards, menus, or any promotional items at your table during the event.

Optional: The Vendor/Company agrees to assist in promoting the event by exhibiting event promotional materials in the chef's respective venue, discuss their involvement on their respective social media platforms (restaurant website, Facebook, Instagram) be available for interviews, photo opportunities, and any other event related publicity.

**The start time to set up for the event on November 7<sup>th</sup> at 11:30AM. The end time for setting up for the event should be completed by 4:50PM. The VIP Experience will start promptly at 5:30PM, followed by the main event promptly at 6:30PM.**

**DEADLINE to submit vendor agreement is Wednesday, October 2<sup>nd</sup>, 2024.**