

## **Taste of Douglasville - 2010** **Event Details**

### **Date**

The event will be held on Saturday, May 15<sup>th</sup>, 2010, 11 a.m. until 5 p.m. – in the event of rain Taste of Douglasville will be held on Saturday, May 22<sup>nd</sup>, 2010.

### **Restaurant Menu**

Each restaurant should present three to four items with prices between \$1.00 and \$4.00. Beverages should not be a menu item unless it is a specialty of your restaurant. Portions should be small so visitors can enjoy a wide variety of food. There are no alcoholic beverages allowed during this event. We will ask each restaurant to submit their proposed menu and alternate items as part of registration. We will choose menus for the event that avoid menu duplication. Each restaurant will have no greater than a maximum of 4 items. The CAC will provide menu flyers to all visitors buying tickets.

### **Tickets**

Visitors to the event buy tickets at two booths staffed by CAC volunteers. Tickets are sold in \$1.00 increments. Tickets are then redeemed at individual restaurant booths for menu items, and cash should not be accepted. Restaurants should provide labeled containers in which to collect the tickets.

### **Proceeds**

Tickets are collected throughout the event by CAC volunteers. They will be counted by a designated Bank and the CAC. Proceeds are donated to the CAC using the following format:

- ✓ 25% of first \$200 in sales
- ✓ 35% of next \$400 in sales
- ✓ 40% of remaining sales

Tickets are held for 14 days after the event at the CAC and we will answer any questions during that time. Checks will be written to the restaurants and will be available for pick-up by Thursday, May 20<sup>th</sup>, at the Cultural Arts Center.

### **Entry Fee and Requirements**

The entry fee for each restaurant is \$100.00. Additionally, each restaurant must submit a copy of their liability insurance coverage and latest Health Department Inspection. Restaurants assume responsibility for all materials brought to the event.

## **Booths**

We will provide each restaurant with one 6' table and two folding chairs which will be located under a large white canvas tent. Extra tables can be ordered for \$10 each, and extra chairs for \$5 each. Restaurants are responsible for providing:

- ✓ Professional quality sign with name and/or logo
- ✓ Additional work tables for food preparation
- ✓ Interior booth and sign lighting
- ✓ Cooking and refrigeration equipment

Restaurants may request certain booths and locations along with their registration form; however final layout decisions will be made by the CAC. Layout will not be significantly different than last year, but a ticket sales booth will be added at the intersection of Church and Bowden. The CAC will try to make one 110 volt power outlet available to each restaurant; however if we are not able to do so, outlets will be made on a first come/first serve basis. Booths may not be left unattended during the event and may not be shared between restaurants.

## **Event Set-up**

All restaurants will receive their booth assignments at least one week prior to the event. Set-up will begin on Saturday morning at 8:30 a.m., and restaurants should be prepared for early visitors at 10:30 a.m. Restaurants will be able to drive onto the plaza to deliver food and equipment. All vehicles must be removed by 10 a.m., and parked at a distance from the event in order to allow parking for visitors. Restaurants may begin dismantling booths at 5 p.m. and should be off the Plaza by 7 p.m. Trash pick-up will occur at that time, and any materials remaining will be disposed of.

## **Cutlery**

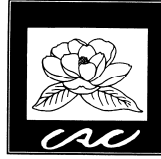
Restaurants are asked to provide their own plates, napkins and cutlery.

## **Pre-Meeting**

Restaurants and vendors will be asked to attend a pre-event meeting on Wednesday, May 5<sup>th</sup> at 4 p.m. at the Cultural Arts Center. Booth assignments will be given at that time, along with your points of contact for the event.

## **Awards**

The CAC will give several awards to restaurants for the event: Best Presentation, Best New Restaurant and Most Tickets Sold.



**RESTAURANT**  
**Registration Form**  
 Saturday, May 15, 2010  
 11 a.m. – 5 p.m.  
 O'Neal Plaza, Douglasville, GA

Restaurant Name: \_\_\_\_\_  
 (Will be used for Menu & Publicity)

Restaurant Address: \_\_\_\_\_  
 \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Primary Menu Choices:	Retail Price
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

Alternate Menu Choices:	
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____

Extra Tables Needed: \_\_\_\_\_ Extra Chairs Needed: \_\_\_\_\_ Power Needed: \_\_\_\_\_

Registration Fee is \$100 per restaurant. Please return this form and a check payable to Cultural Arts Council by April 2, 2010 to:

CAC – TDA  
 P.O. Box 2018  
 Douglasville, GA 30133

Payments can also be made on our website, [www.artsdouglas.org](http://www.artsdouglas.org).  
 Please feel free to call the Cultural Arts Center at 770-949-2787 with any questions.

**We look forward to celebrating the Arts with you this year!**