

Guidelines and Suggestions for Participants
Restaurant Revue 2018 - "Taste of the Town"

Thursday, October 25, 2018

6:00 P.M. – 8:30 P.M.

Avalon at Buhl Park, Sharon

1. **Reservations:** Reservations for Chefs, Restaurateurs, Bakers, Beverage Suppliers, and Vendors will be accepted on a first come, first serve basis. Space is limited to the first 25 participants. Tickets will be sold to the general public for \$50.00 per person. The anticipated attendance is approximately 300 - 350 people.
2. **Tax Deduction:** We encourage you to request donations from your purveyors, since 100% of the donation is tax deductible.
3. **Table Set Up:** The Avalon will be open for setup at 1:30 P.M. the day of the event. The setup should be completed by 4:30 P.M. United Way VIP donors will arrive at 5:00 P.M. for early entry. Doors will open to the general public at 6:00 P.M. Each vendor will be provided two 8 foot tables, one for serving and one for a work area. **Vendors must provide table skirting. Vendors will provide all utensils, napkins, and serving pieces to suit their tasting portions (bowls, plates, forks, spoons, etc.).**
4. **Kitchen Access:** There will be water and electrical outlets available on an as needed basis. Please mark your confirmation sheet as requested. Plan on using a catering set-up for on-site preparation or reheating. Sterno cans are permitted.
5. **Displays:** This event is a showcase for your culinary talents – show off your best skills, offer your specialties of the house, and emphasize what is unique about your establishment to a crowd that will most certainly patronize your establishment after the "Taste" is over. Your table design is up to you, and you may choose any colors to compliment your presentation, including ice sculptures, floral creations, and table motifs.
6. **Signage:** A sign with your restaurant's name will be provided by United Way of Mercer County. We encourage you to bring copies of your menu for display, catering information, business cards, and a display of your logo.
7. **Program:** A program will be given to each patron detailing your business name, address, phone number, name of your chef, contact person, or manager. The items being served that evening will also be included in the program, so that the patrons can remember each vendor's offerings. Please be specific! **Information must be provided by October 5th to meet the printing deadline, or your information may be listed incorrectly, incomplete, or not be included at all.**

Restaurant Revue 2018

Confirmation Sheet

DATE: Thursday, October 25, 2018
TIME: 6:00 P.M. TO 8:30 P.M.
PLACE: Avalon at Buhl, 1030 Forker Blvd., Sharon, PA

Please Provide a Gift Certificate with Your Application.
It Will Go Towards Our Door Prize and Raffle!!

We will be happy to include your business name in all newspaper and radio promotions, signs, programs, and press releases.

Please complete the attached form and mail to: United Way of Mercer County, 493 South Hermitage Road, Hermitage, PA 16148 or fax to 724-981-4838.

If you have any questions, please contact Lauren Tofani at United Way of Mercer County (ltofani@uwmercercounty.org).

Please Provide This Information By October 5, 2018

Name of Restaurant or Business as it should appear in all written materials and on sign:	
Address:	
Phone and Email:	
Items to be Served:	
Manager / Chef and Owner's Name:	
Any additional copy you wish to include:	
Does your display require electrical access? Please circle!	YES / NO

(Please Type or Print Clearly)