



THE BITE OF OREGON

LIFE TASTES BETTER HERE



The **Gerry Frank's Oregon Chef's Table** features talented chefs from around the state without them having to make the full commitment to the three day event. This endeavor provides a great way for marketing and showcasing your talent to over 45,000 attendees at a **minimal cost** to you as well as supporting Special Olympics Oregon.

This is how it works:

Special Olympics will set up the Chef's Table tent consisting of 6 individual stations in the front of the house and a shared kitchen in the back of the house. The shared kitchen will have cook tops, EVO grills and a prep area for each chef. You bring one pre-cooked and/or pre-prepped food item (we do our best to avoid duplication) to serve between 500 – 700 small plates (6"), cooking utensils, marketing materials and your expertise. Due to Health Department regulations we require that menu items be between 3 – 3.5 oz. You select the time slot that works best and a submit \$300 space fee. At the event you sell your gourmet "Bites" and agree to donate 50% of the gross sales to Special Olympics.

Available Time Slots Friday & Saturday:

11:00 am – 3:00 pm
12:00 pm – 4:00 pm
4:00 pm – 9:00 pm
5:00 pm – 10:00 pm

Available Time Slots Sunday:

11:00 am – 3:30 pm
12:00 pm – 4:30 pm
4:30 pm – 8:00 pm

Please review the following FAQ designed to answer the bulk of any questions you may have regarding participation. If you need additional information please do not hesitate to contact me. My contact information is included on the application.

Exactly what should we be preparing menu-wise?

- We ask that you prepare one dish (two maximum) that best reflects both the cuisine of your restaurant, and wherever possible, a nod to the ingredients found within your part of the state. The dish may be served hot, cold, or room temperature.

How much food should we prepare?

- We ask that you prepare between 500 and 700 serving portions of your selected dish between 3 – 3.5 oz each. If you choose to do more than one item, we ask that at least one of the items meet the 500 minimum. Your menu item(s) portion needs to fit (either pre-plated or dished out) onto a 6" plate. All disposables to include 6" plates, forks and cocktail napkins will be provided to you. Additional disposable service ware are available in other sizes upon request.



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Will we be able to prep and/or finish our menu item on-site?

- We encourage you to select a menu item that can be pre-prepped, easily transported, and assembled upon arrival. A shared staging area in the back of the house will allow for pre-plating, assembly and garnish prior to presentation on your front of the house station.
- Should you opt to provide a hot menu item, we will equip the kitchen with cook tops and EVO grills. Chafers are available upon request.
- An example of a hot dish and how it would work logistically might be this set-up for crab cakes: *Pre-prep the crab cakes and accompanying sauce at your restaurant. Transfer them in hotel pans. At your station, bring the (pre-browned) crab cakes up to temperature. Plate them with sauce and/or garnish.*

Other than our food, what else should we bring?

- Ideally the more self-contained you are, the easier it will be for everyone concerned. We ask that you bring whatever is necessary to effectively prepare and serve your food including any platters, serving utensils, hot boxes, etc. We also encourage you to bring appropriate marketing collateral, coupons for promotions and/or business cards that can be displayed or handed out at your station.
- We will provide signage for you at your station.

How many staff should we bring?

- Typically a staff consisting of two at each station, and one in the staging area (if required for running food) seems to work best. Ideally one staff member or chef can focus on describing the food item and the restaurant, while the other focuses on serving. If you cannot or do not wish to provide staff, we will do our best to provide volunteers through the local culinary schools.
- As you are representing your business, professional attire for your participating staff is highly encouraged.

When should we arrive, and where do we go?

- Please plan on arriving early enough to allow yourself enough time to park, and arrive at the Gerry Frank's Oregon Chef's Table (details on this will be sent later), do any prep of your food that is necessary (including getting your food up to temp) and be ready to greet people by your selected time slot.
- A map showing the location of the Gerry Frank's Oregon Chef's Table, a parking pass and additional details will be forwarded to you prior to the event date.



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How big is our station?

- Your front of the house station will consist of (2) 8' skirted tables. Additionally (as mentioned before), a group of shared, behind-the-scenes staging areas will be in close proximity to your station. This is ideally where you will also store any equipment not in use at your front of the house station. We will provide linen in addition to all disposable service goods.

What if we run out of what we're serving?

- If, and when you do reach the end of your prepared food, we ask that you tidy up your station so that it is ready for the next chef. If you wish to stay and talk to patrons, hand out business cards and/or collateral, you are more than welcome to do so.

What happens at the conclusion of my time slot?

- At the end of your time slot, we ask that you remove and re-pack all of your equipment.
- A pre-designated area will be provided for your trash, any liquids, and recyclables. Please make sure that your station and staging area are completely clean prior to departure.

How am I being compensated for my participation?

- In addition to the Bite being a fundraiser, the Gerry Frank's Oregon Chef's Table should be looked upon as an opportunity to showcase your restaurant to the many attendees who come to the Bite. Your business will have a link to the Bite of Oregon website for one full year following the event. Additionally, you will be listed as a participating restaurant on our website, and as well, in some of the print media.
- You may retain 50% of the proceeds to cover the cost of food that you have prepared for the Bite. The other 50% will be a commission to Special Olympics Oregon.
- We ask that you keep your price point at \$3 per plate. Portion sizes can be small (3 – 3.5 oz) since the idea is to provide a "Bite" size portion to attendees.

Ok, everything I just read makes sense. What's the next step?

- Please complete the enclosed Chef's Table application with a detailed description of what you are preparing plus one alternate should someone else be preparing something too similar. Our goal is to provide as diverse a menu as possible. We will contact you in the event that your alternate menu item will be required.
- We will need a list of your participating staff (including yourself, if applicable)
- We will need your application and payment submitted by **Friday, June 10, 2011.**

2011 BITE OF OREGON CHEF'S TABLE APPLICATION

BUSINESS NAME: _____

DBA: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

CONTACT: _____ EMAIL: _____

PHONE : _____ CELL PHONE : _____

FAX : _____ ALTERNATE CONTACT PERSON: _____

WEBSITE: _____ FACEBOOK: _____

PREPARED FOODS: Please list the item(s) you would like to serve with price and portion size. Please keep portions to 3.5 ounces or less for a menu item that can pre-prepped, easily transported and assembled upon arrival. Menu items may be changed later with authorization. We will ensure no duplication in key categories.

NOTE: *Please circle any food items that are vegetarian, vegan or gluten free options so we may include that information in the festival guide. You must include one item priced at \$3.00 or below. You may not sell alcoholic, branded beverages, water or merchandise.*

ITEM #1 /PORTION SIZE _____ PRICE _____

ITEM #2 /PORTION SIZE _____ PRICE _____

ALTERNATIVE ITEM /PORTION SIZE _____ PRICE _____

Please circle your preferred time to be at the Chef's Table:

Friday & Saturday:

11:00 am – 3:00 pm
12:00 pm – 4:00 pm
4:00 pm – 9:00 pm
5:00 pm – 10:00 pm

Sunday:

11:00 am – 3:30 pm
12:00 pm – 4:30 pm
4:30 pm – 8:00 pm

Participation Fee: \$300 Commissions: 50% of gross sales

PRINTED NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

Please submit this page of the application and full payment to:

Special Olympics Oregon attn: Dominique
5901 SW Macadam Avenue, Suite 200
Portland, OR 97239
Droberts@soor.org / 503-248-0603 fax