



# THE BITE OF OREGON

LIFE TASTES BETTER HERE



## **2011 DESSERT PAVILION APPLICATION**

**LOCATION: Tom McCall Waterfront Park, downtown Portland, Oregon**

**DATES: Friday – Sunday, August 12 -14, 2011**

**HOURS: Fri - Sat 11am to 10pm; Sun 10am to 8pm**

### **THE BITE OF OREGON PROVIDES**

- Site map indicating your location
- Bite of Oregon Planning Checklist
- One 20-amp, 100v electrical service
- Additional electrical and hook-ups are available through Hollywood Lights at your expense
- Access to water service and hot water washroom at no charge
- Additional refrigeration storage available at no charge
- Delivered ice service available at your expense
- 24-hour security
- Clean-up, dumpsters and sanitation services at no charge
- On-site parking space for one vehicle
- A beautiful environment and ambience
- Installation of exterior banners meeting festival signage guidelines
- Extensive festival promotion through multiple media including: newspaper, magazine, radio, television, online and outdoor banners
- Access to Bite discount rates at local hotels
- Listing in the Festival Guide
- A link to your website



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## YOU PROVIDE TO THE BITE OF OREGON

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- Staffing for the Bite all days, all hours
- Product equipment and supplies (if necessary)
- \$600 booth fee (10' X 10' space)
- 25% commission on gross sales (minus booth fee) to Special Olympics
- Application submission and 50% of booth fee due by Friday, April 1, 2011
- Remaining balance for booth fee due by Friday, June 10, 2011
- Signed Service Agreement
- Timely submission of Health Department & Fire Permit forms to appropriate agency (if necessary)
- Certificate of Insurance naming Special Olympics Oregon as additional insured
- Use of cash register
- Daily Z report (which will be collected daily)

***Please note:***

***Services provided and available are subject to change***

## IMPORTANT GUIDELINES

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- All menu items must be approved. This is to ensure that duplication is minimized in selection food categories. Feel free to consult with us on questions about menu, pricing, presentation or equipment.
- Sales of merchandise (without prior approval), alcoholic or branded beverages including water is **strictly** prohibited.
- Tip jars are **not** allowed in your booth at any time during the course of the event.



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## **GREENING THE BITE OF OREGON**

We expect you to help us continue to expand our efforts to make the Bite of Oregon the greenest festival in the nation. There will be more details to follow on how we will make that happen.

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## **RESERVATIONS – PAYMENTS - CANCELLATIONS**

Your completed **application and 50% of the booth fee must be submitted** to Dominique Roberts, Director of Culinary & Vendors **by Friday, April 1, 2011** (contact information is listed below).

**Cancellations and refund requests must be made in writing *no later than Friday, May 6, 2011*** and are subject to a 25% administration fee. No refund requests will be accepted after that date.

The remaining balance on your booth fee is due by **Friday, June 10, 2011**.

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## **QUESTIONS AND CONTACT INFORMATION**

Should you have any questions, or wish to discuss any of this information, please contact Dominique Roberts, Director of Culinary & Vendors  
(503) 248-0600, Ext. 36 (office)  
(971) 563-0350 (cell)  
droberts@soor.org

**Please submit the last page of this application and payment to:**

Special Olympics Oregon  
5901 SW Macadam Ave, Suite 200  
Portland, Oregon 97239  
Attn: Dominique Roberts  
503.248.0603 (Fax)

# 2011 BITE OF OREGON DESSERT PAVILION APPLICATION

BUSINESS NAME: \_\_\_\_\_  
DBA: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY, STATE, ZIP: \_\_\_\_\_  
CONTACT: \_\_\_\_\_ EMAIL: \_\_\_\_\_  
PHONE : \_\_\_\_\_ CELL PHONE : \_\_\_\_\_  
FAX : \_\_\_\_\_ ALTERNATE CONTACT PERSON: \_\_\_\_\_  
WEBSITE: \_\_\_\_\_ FACEBOOK: \_\_\_\_\_

**PREPARED FOODS:** Please list the items you would like to serve with prices and portion size in ounces. 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 at least one item at \$2.00 or below. You may not sell alcoholic, branded beverages, water or merchandise.*

SELECTION #1 /PORTION SIZE \_\_\_\_\_  
\_\_\_\_\_ PRICE \_\_\_\_\_

SELECTION #2 /PORTION SIZE \_\_\_\_\_  
\_\_\_\_\_ PRICE \_\_\_\_\_

SELECTION # 3 /PORTION SIZE \_\_\_\_\_  
\_\_\_\_\_ PRICE \_\_\_\_\_

ALTERNATIVE SELECTION /PORTION SIZE \_\_\_\_\_  
\_\_\_\_\_ PRICE \_\_\_\_\_

Booth Fee: \$600 Commissions: 25% of gross sales collected daily

BOOTH SIZE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Please submit this page of the application and payment to:  
Special Olympics Oregon  
5901 SW Macadam Avenue, Suite 200  
Portland, OR 97239  
Attn: *Dominique Roberts –Director of Culinary & Vendors*