

## FAQ - Frequently Asked Questions – The 18<sup>th</sup> Annual -- September 23, 2018

**When do I need to commit?** Please complete and register by **Friday, August 10, 2018** (Your menu items can be sent at a later date using this same form / link), to be included in the 1,000+ printed programs distributed at the event, we must receive all your information on the checklist by **Friday, August 10, 2018**. Information about vendors will also be included through social media, the Epicurean Palette website and emails.

**How does my donation help Grounds for Sculpture?** The Epicurean Palette is our primary fundraiser. Your contribution helps support Grounds for Sculpture's mission of promoting an understanding of and an appreciation for contemporary sculpture.

**What does participating in the Epicurean Palette involve?** You'll agree to donate, prepare, and bring at least 1,000+ tasting portions, one chef, and a maximum of 2 chef assistants/employees to the September 23, 2018 fundraising event at Grounds for Sculpture. Each vendor will have the opportunity to purchase up to 4 (four) additional tickets for the event at \$85 per person. This reduced rate is only offered for tickets purchased by August 24, 2018.

**Is my donation tax-deductible?** Yes, in-kind donations are tax-deductible to the fullest extent of the law. Contact a qualified tax professional for more information. Upon request, we can provide you with a donation letter that you may submit for tax purposes (please note that each vendor must provide a letter stating the amount of the donation).

**Event / Chef load-in and set-up** Information will be sent to your email address Wednesday 12 September.

**Is there a fee to participate?** No. We are grateful for your generous contribution of food, time, and your presence at Grounds for Sculpture's largest fundraising event.

**What on-site support will I receive?** Can staff help me serve? We pride ourselves on making the day as smooth as possible for you. Over 70 employees will be on-site that day to make things easier on you. Special teams are specifically assigned to guide you through every step of the day and regularly check on your needs once service begins.

**Must I submit my current restaurant permit or a temporary vendor application to the health department?** No, but you will need to provide a current 2018 Certificate of Insurance (COI) indicating liability and workers compensation. Grounds for Sculpture **MUST** be **named as the certificate holder** and is due by August 10, 2018 for you to be able to participate.

**What are the logistics of unloading, setting up and dismantling my station?** We'll provide a map of the grounds indicating your load-in location, where staff will meet you, check you in, and direct you to your station. Employees with golf carts will be available to assist you from the parking lot to your assigned tables and to help with load-in and set-up, dismantling, and load-out.

**What type of table set-up should I expect?** Food Vendors will be provided with two 6' X 30" banquet tables complete with white linens, napkins and tableware as requested. If you are located on "The Path," a tent will also be provided.

**Can I decorate my display table?** Absolutely! Flowers, restaurant logo items, menus, signs, business cards, or any additional items that help create your restaurant's look and feel are encouraged but not required. Grounds For Sculpture provides a 5" x 7" sign with your establishment's name.

**What heat sources will be available for cooking? What heat sources cannot be used?** You may bring whatever equipment is necessary to serve your dish with the exception of charcoal grills which are prohibited. Electricity will be provided if requested by August 10th. Please note: Power needs may determine your placement, as we have a maximum amount of electricity available on the main path. If you have electricity needs, please contact David Wagner or Ed Markus at Event Navigators, Epicurean Palette Producers, (610) 649-6330 or [RSVP@EventNavigators.com](mailto:RSVP@EventNavigators.com)

**Should I bring plates, napkins, and utensils for guests?** We provide each table with plates, bowls, forks, spoons and napkins as requested on your "Dish Selection Form," due by August 10th. Please advise if you will require ice and if so, how much.

**What should I wear?** Chefs are encouraged to wear their whites or your signature color.

**Where will this event and my participation be publicized?** You will be listed in 7,500 invitations, and 1,000 programs distributed to Grounds for Sculpture major donors, members, invitees and guests. Food and Beverage vendors will be listed on our Epicurean Palette website under the Food and Spirits tab and there will be a link to each website.

**What are the publicity needs?** We will need a high resolution (300 dpi) photo of the chef/restaurant along with your logo in EPS or hi-res JPEG format no later than August 10, 2018 to meet the program printing deadline. If your information is not received by this date, regrettably we are not able to include you in the program; however, we will be able to list you on our website.

**Number of staff at your station?** You may have 2 assistants at your station for a total of 3 people

**Additional assistants** / family members may attend at the special reduced rate of \$85 per person, up to a maximum of four people. To take advantage of this special rate, tickets must be purchased by August 24, 2018.

**Name(s) of Additional Assistants / Family Members**

*Please reach out to Rhonda DiMascio with your credit card information for purchasing tickets at the discounted rate by Friday 24 August 2018.*

Questions? Click here to contact [Ed Markus or David Wagner](#) or (6100 649-6330)

**Vendor Information Form**

- September 23, 2018, 1 pm to 4 pm, Rain or Shine!
- Vendor check will begin at 10:00 am. Please be plated and ready to serve by 12:45pm.
- You will need to provide 1,000 tasting portions of your offering.
- We will allow access to the park for a total of (3) three food representatives per establishment.
- Please confirm via email the names of each person from your business that will be attending.
- In the event of rain, we will hold the entire event in the Seward Johnson Center for the Arts (SJCA). We will notify you of our rain decision by 4 pm on Saturday, September 22, 2018.
- You will receive a confirmation letter prior to the event with pertinent information including where you should enter Grounds For Sculpture. DO NOT ENTER through the main gates of Grounds For Sculpture.
- Please unload as quickly as possible and then park your vehicle. We will have golf carts and assistants to help set up.
- Opportunities to heat or cook in ovens are extremely limited unless you bring your own equipment (e.g. gas grill, crock pot). Please advise of this ASAP if you plan on doing so.
- Additional tickets can be purchased in advance at a reduced cost of \$85 up until August 24th (maximum of 4 tickets).
- **Same day purchases are \$225.** Please email this information and any additional ticket purchase requests to [kspencer@groundsforsculpture.org](mailto:kspencer@groundsforsculpture.org) by **August 10, 2018.**

**Thank you for helping to make the 18th Annual Epicurean Palette a success! We are grateful for your participation and support of Grounds for Sculpture.**