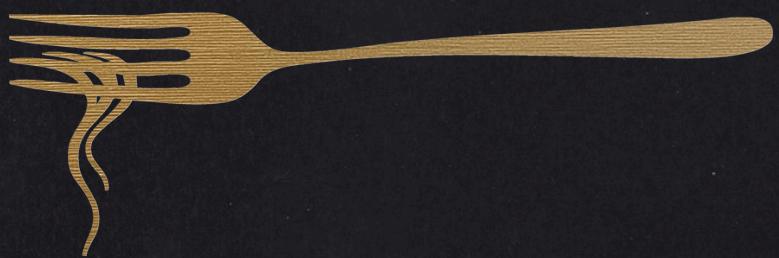




# *Taste*

## OF TERRE HAUTE



**BUSINESS PROPOSAL**  
PREPARED BY OLIVIA TINSLEY

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# EVENT BRIEF

“

Taste of Terre Haute is a curated culinary experience designed to celebrate the diverse, eclectic, and rapidly growing food scene of West Central Indiana. This proposal outlines a multi-layered event featuring chef-driven tastings, artisan vendors, live demonstrations, and opportunities for community and economic development.

The purpose of this initiative is to elevate Terre Haute's identity as a regional food and culture destination, driving foot traffic, tourism, and business growth. By partnering with local restaurants, food entrepreneurs, and community leaders, Taste of Terre Haute aims to create a signature annual event that enriches the city's reputation while supporting small businesses.

This document provides an overview of the event vision, experience design, target audience, projected impact, budget framework, and partnership opportunities.



# OBJECTIVES

01

## Strengthen Terre Haute's Culinary Identity

Position Terre Haute as a regional food and culture destination by showcasing diverse restaurants, chefs, artisans, and food entrepreneurs.

02

## Drive Economic Impact for Local Businesses

Increase revenue and exposure for participating restaurants, food vendors, and small businesses through festival traffic, vendor sales, and year-round visibility.

03

## Expand Community Engagement & Tourism

Attract residents and visitors from surrounding counties to boost tourism, hotel usage, downtown nightlife, and foot traffic during and after the event.

04

## Build Long-Term Community & Business Partnerships

Develop collaborative relationships with local organizations, business leaders, and community stakeholders to establish Taste of Terre Haute as a sustainable, annual signature event that supports the region's culinary and small business ecosystem.





# SCOPE OF THE BUSINESS



## Inclusions

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### Event Design & Concept Development

- Creation of a curated culinary festival experience, including theming, visual identity, and event atmosphere.

### Vendor Recruitment & Coordination

- Outreach, onboarding, and communication with restaurants, food trucks, artisans, and specialty vendors.

### Marketing & Promotional Campaigns

- Digital advertising, social media promotion, content creation, PR outreach, and collaborative marketing with partners.

### Sponsorship Development

- Creation of sponsorship tiers, benefits packages, and outreach to potential partners.

### Event Logistics & Operations Planning

- Layout mapping, vendor placement, attendee flow design, safety considerations, and operational support.

### Attendee Experience Enhancement

- Design of tastings, demonstrations, entertainment elements, and interactive features to elevate the festival atmosphere.

### Post-Event Reporting

- Collection of attendance data, vendor feedback, impact measurements, and strategic recommendations for future events.

### Professional Event Security & Safety Management

- Will hire licensed security personnel to support crowd management, maintain a safe event environment, and assist with emergency procedures as needed and in coordination with municipal guidelines and any city-provided safety resources.



# SCOPE OF THE BUSINESS



## Exclusions

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### **Vendor Food Costs, Staff, & Operations**

- Vendors are fully responsible for their own food supplies, staffing, preparation, serving equipment, and point-of-sale systems.

### **Vendor Health Permits & Compliance**

- All participating vendors must obtain and maintain required Vigo County Health Department permits.
- Compliance, inspections, and approvals are the responsibility of each vendor and/or the health department.

### **Individual Vendor Liability Insurance**

- While the event will secure general liability coverage, each vendor must carry and provide proof of their own liability insurance appropriate to their business.

### **City-Owned Space Rental Fees (If Applicable)**

- Use of downtown areas is subject to City of Terre Haute approval.
- Any municipal fees or requirements beyond negotiated in-kind support fall outside the organizer's obligations.

### **Infrastructure Not Covered by Vendor Fees**

- Electrical beyond allotted vendor access, specialty hookups, water access, propane refills, or special equipment needs are not included unless otherwise negotiated.

### **Personal Property Loss or Damage**

- The event organizer is not liable for theft, damage, or loss of vendor equipment, vehicles, supplies, or personal items.

### **Weather-Related Vendor Refund Guarantees**

- Taste of Terre Haute does not guarantee refunds for rescheduling or cancellations due to severe weather, force majeure, or unforeseen circumstances unless outlined in the vendor agreement.

### **Marketing for Individual Vendors**

- While the event will be broadly promoted, individual vendor marketing campaigns, photography, or personalized advertising are excluded unless added as a separate package.

# KEY DELIVERABLES

- Comprehensive Event Branding & Visual Identity:** Finalized logo suite, color palette, typography, signage design, and cohesive event aesthetic.
- Vendor Recruitment Packet & Onboarding Process:** A complete vendor guide, application system, booth placement map, and communication schedule.
- Curated Vendor Lineup:** Confirmed roster of restaurants, food trucks, artisans, and specialty food vendors representing Terre Haute's culinary scene.
- Event Layout & Operational Plan:** Detailed site map, vendor placement, attendee flow design, entry/exit structure, and operational logistics.
- Marketing & Promotional Campaign:** Digital and print marketing assets, social media promotion, paid advertising, influencer collaboration, and media outreach.
- Ticketing System & Revenue Management:** Setup and management of secure ticketing platform, attendee tracking, and revenue reconciliation.
- Sponsorship Packages & Partner Integration:** Development of tiered sponsor offerings, benefits, and branding placement throughout the event.
- Professional Staffing & Security:** Event-day staff management, volunteer coordination, licensed security personnel, and safety procedures.
- Event Day Management & Coordination:** Full oversight of setup, vendor check-in, attendee experience, issue resolution, and post-event teardown.
- Post-Event Economic Impact Report:** A polished report summarizing attendance, vendor performance, community engagement, and recommendations for future events.



# TIMELINE



Phase	Dates	Overview
1 Concept & Approvals	January 2026-February 2026	<ul style="list-style-type: none"> <li>Finalize event concept and experience design</li> <li>Meet with City of Terre Haute + Chamber</li> <li>Begin permit process (special events, electrical access, alcohol service if applicable)</li> <li>Outline preliminary budget</li> </ul>
2 Vendor Recruitment & Partnerships	February 2026-April 2026	<ul style="list-style-type: none"> <li>Invite local food + beverage vendors</li> <li>Meet with Health Department</li> <li>Confirm event equipment needs</li> <li>Begin sponsorship outreach</li> </ul>
3 Marketing & Ticket Launch	May 2026-July 2026	<ul style="list-style-type: none"> <li>Launch early-bird ticket sales</li> <li>Release brand assets + promotional content</li> <li>Announce first round of vendors &amp; chefs</li> <li>Begin paid + organic advertising campaign</li> <li>Coordinate media partners</li> </ul>
4 Operations & Final Logistics	August 2026-September 2026	<ul style="list-style-type: none"> <li>Finalize vendor placements + power needs</li> <li>Arrange rentals (stage, lighting, tables)</li> <li>On-site walk-through with city + vendors</li> <li>Final ticket push, PR, influencer outreach</li> </ul>
5 Event Execution	September 12, 2026 4pm-10pm	<ul style="list-style-type: none"> <li>Load-in begins at 10AM</li> <li>Vendor inspections: 2-3PM</li> <li>Live demos + entertainment</li> <li>Final call: 9:30PM Event closes: 10PM</li> </ul>
6 Post Event Review	September 2026	<ul style="list-style-type: none"> <li>Vendor + attendee surveys</li> <li>Ticket sales + revenue analysis</li> <li>Social media + press recap</li> <li>Planning for 2027</li> </ul>



# BUDGET ESTIMATE

## Estimate Cost      **EVENT OPERATIONS**

---

\$750-\$1200	Event Insurance (liability + rider)
\$500-\$1000	Permits (city, street closures, fire, health dept. coordination)
\$1200-\$1800	Security Team (licensed, 4-6 guards for 6 hours)
\$1000-\$1500	Sanitation (portable restrooms, wash stations, trash service)
\$1000-\$1500	Electrical Access / Power Distribution
\$2000-\$3000	Stage / A/V (small stage + sound tech for music & demos)
\$500-\$800	Tasting Tables / Demo Equipment Rentals

## Estimate Cost      **PROGRAMMING & TALENT**

---

\$600-\$1200	Live Music / Entertainment
\$300-\$600	Chef Demonstration Honorariums (2-3 chefs)
\$150-\$300	Ingredients + Demo Supplies

## Estimate Cost      **BRANDING & MARKETING**

---

\$500-\$1000	Graphic Design, Branding, Signage
\$500-\$1000	Promotional Campaign (digital ads, print assets)
\$200-\$400	Wristbands/Tickets/Printing

## Estimate Cost      **STAFFING**

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\$800-\$1200	Event Staff (check-in, vendor support, runners)
\$100-\$150	Volunteer Hospitality / Water/Supplies

## Estimate Cost      **CONTINGENCY**

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\$750-\$1500	10%-15% Contingency buffer
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## **ESTIMATE**

## **LOW RANGE**

## **HIGH RANGE**

**\$9,000**

**\$15,000**



# RISK ASSESSMENT

## WEATHER RISKS (HEAT, RAIN, WIND)

---

Risks: Extreme heat, unexpected storms, wind affecting tents.

Mitigation:

- Schedule event during evening hours (4–10 PM) to avoid peak heat.
- Require weighted tents; prohibit staked tents downtown.
- Maintain communication with National Weather Service; activate delay or early closure plan if needed.

## FOOD SAFETY & HEALTH COMPLIANCE

---

Risks: Improper food handling, contamination, temperature issues.

Mitigation:

- Only accept vendors with valid food permits.
- Require all vendors to meet Vigo County Health Department guidelines.
- Conduct pre-event inspections in partnership with the Health Department.
- Provide access to sanitary stations and designated food waste disposal areas.

## CROWD MANAGEMENT & SECURITY

---

Risks: Overcrowding, disorderly behavior, emergency evacuation issues.

Mitigation:

- Hire licensed security personnel (4–6 minimum).
- Establish controlled entrances/exits with clear signage.
- Implement communication system for staff and vendors.
- Provide emergency access routes for police, fire, and EMS.

## ELECTRICAL & EQUIPMENT SAFETY

---

Risks: Overloaded circuits, trip hazards, equipment malfunction.

Mitigation:

- Partner with licensed electricians for power distribution.
- Require vendors to use outdoor-rated extension cords.
- Enforce cable covers and secured layouts to reduce trip hazards.

## ALCOHOL MANAGEMENT

---

Risks: Overconsumption, liability, underage serving.

Mitigation:

- Require licensed bartenders and designated alcohol zones.
- Enforce strict ID checks; wristband system.
- Coordinate with THPD for support.

## FINANCIAL & OPERATIONAL RISKS

---

Risks: Low attendance, vendor cancellations, unexpected expenses.

Mitigation:

- Implement strong marketing campaign and presale ticketing.
- Maintain waitlist of vendors.
- Use a 10–15% contingency fund in the event budget.



# STAKEHOLDERS

## Event Organizer

### → Taste of Terre Haute LLC

Responsible for event planning, branding, vendor recruitment, marketing, operations, coordination, and execution.

### → City of Terre Haute (Proposed Partner)

Provides permitting guidance, street usage approval, electrical access (if applicable), and public safety coordination.

### → Chamber of Commerce (Proposed Partner)

Supports business outreach, community engagement, and promotional visibility for the downtown district.

### → Vigo County Health Department

Ensures food safety compliance, vendor permits, and day-of inspections.

### → Local Restaurants, Food Entrepreneurs & Vendors

Provide food samples, culinary experiences, merchant booths, and interactive elements that create the festival experience.

### → Security & Public Safety

Licensed security personnel, THPD (if needed), and emergency services available for onsite safety protocols.

### → Volunteers & Event Staff

Assist with admissions, check-in, vendor support, attendee guidance, and overall event flow.

# EXPECTED OUTCOMES



## 01 INCREASED FOOT TRAFFIC & ECONOMIC ACTIVITY DOWNTOWN

Taste of Terre Haute is projected to bring 1,500–2,500 attendees into the downtown district, generating measurable revenue for restaurants, bars, and local retailers.

## 02 ELEVATED VISIBILITY FOR LOCAL RESTAURANTS & FOOD ENTREPRENEURS

Participating vendors gain exposure to a curated, high-spending audience, strengthening brand awareness and long-term customer growth.

## 03 STRENGTHENED COMMUNITY ENGAGEMENT & CITY PRIDE

A chef-driven tasting festival creates a unified cultural experience that celebrates Terre Haute's evolving culinary landscape.

## 04 ENHANCED SUPPORT FOR SMALL BUSINESSES

By featuring local chefs, food entrepreneurs, artisan vendors, and emerging culinary talent, the event acts as a platform for small business promotion and development.

## 05 NEW ANNUAL SIGNATURE EVENT FOR TERRE HAUTE

Taste of Terre Haute is designed to grow into a landmark city tradition, attracting regional visitors and positioning the city as a vibrant food destination.

## 06 POSITIVE ECONOMIC IMPACT THROUGH VENDOR FEES & TICKET REVENUE

Vendor participation and ticketed admission create an economically sustainable model that reduces reliance on sponsorships while providing meaningful returns.

## 07 COMMUNITY & ORGANIZATIONAL COLLABORATION

Partnership opportunities emerge between restaurants, civic groups, local organizations, and community leaders – increasing cohesion and civic participation.

# PROPOSED LOCATION



The proposed location for the Taste of Terre Haute is the stretch of Wabash Avenue between 8th and 9th Street, extending south along 9th Street toward Ohio Street. This corridor offers the most functional, visually appealing, and logically efficient footprint for a first-year food festival that prioritizes safety, accessibility, and community engagement.

## Why This Location Works

### 1. Central Downtown Visibility & Foot Traffic

Positioned among popular restaurants, cafés, museums, and shops, this location naturally draws visitors and highlights local businesses.

### 2. Ample Parking & Guest Access

Two public parking garages and multiple open lots sit directly beside the event footprint, making entry simple from both sides of Wabash.

### 3. Optimal Street Layout for Vendor Placement

Wabash offers long, wide spacing for tented restaurant booths, while 9th Street provides a straight, accessible row for food trucks and equipment.

### 4. Built-In Event “Zones” That Improve Flow

The area naturally divides into tasting rows, food trucks, a dining courtyard, a beer garden, and retail vendors—improving flow and preventing congestion.

### 5. Perfect Orientation for a Main Stage

A stage at 9th & Wabash facing south 9th creates a central focal point with long sightlines and safe audience capacity.



# ACTIVITIES & EXPERIENCE

## TASTING EXPERIENCE

Small appetizer-style bites from 20+ local restaurants and food trucks, each offering 3-5 tasting items priced \$1-\$5.

## PODCAST & MEDIA CORNER

A small recording area highlighting stories from chefs, restaurant owners, and community partners.

## LIVE MUSIC & ENTERTAINMENT

A main stage at Wabash & 9th with performances throughout the evening to create an energetic, downtown atmosphere.

## COMMUNITY DINING AREA

Shared tables and seating throughout the festival so guests can relax, enjoy tastings, and listen to music

## CHEF DEMONSTRATIONS

Short, engaging demos featuring local chefs, signature dishes, and behind-the-scenes culinary techniques.

## BEER & WINE GARDEN

A fenced-in alcohol area featuring local beer, wine, and specialty drinks, with a view of the stage.

## JUDGE'S CHOICE AWARDS

Guests vote for their favorite tasting of the night, with optional categories like Best Dessert or Best Bite.

## LOCAL VENDOR MARKETPLACE

Artisans, makers, and small businesses offering shopping opportunities alongside the food-focused festival.



# BEYOND THE FESTIVAL



## PODCAST SERIES

Weekly conversations with Terre Haute's culinary talent, entrepreneurs, and community leaders – sharing the stories, culture, and creativity that shape our local food scene.

## CHEF STORIES & FEATURES

Spotlight articles and mini-features highlighting the chefs, restaurateurs, and makers behind your favorite dishes – giving the community a deeper connection to the people behind the food.

## CULINARY AWARDS

Annual recognition celebrating standout restaurants, innovative bites, and community favorites. Awards honor excellence, creativity, and the flavors that define Terre Haute.





## A RESPONSIBLE & FORWARD-THINKING CULINARY EVENT

Taste of Terre Haute is committed to reducing environmental impact while supporting restaurants in implementing sustainable practices that carry beyond the festival.

### 1. Waste Reduction Initiatives

- Clear compost, recycling, and landfill stations placed throughout the festival
- Color-coded signage for easy sorting
- Vendor guidance for minimizing packaging waste
- Optional compostable plateware partnership

### 2. Sustainable Vendor Standards

All participating vendors are encouraged to follow:

- Compostable or recyclable serving containers
- Minimal single-use plastics
- Pre-prepped tasting portions to reduce food waste
- Donation of unsold, safe-to-share food to local organizations (optional partner program)

### 3. Energy & Operations

- Food trucks grouped to reduce generator noise & emissions
- Encouragement of quiet, low-emission generators
- Shared handwashing and sanitation stations to minimize water waste
- Vendor training on safe, efficient food-temperature management

### 4. Local Sourcing & Community Impact

Taste of Terre Haute prioritizes:

- Highlighting restaurants that use locally grown ingredients
- Featuring small food producers, artisans, and local farms
- Supporting year-round food education and workforce development initiatives

### 5. Education for Restaurants & Guests

Through the vendor workshop program, Taste will offer:

- Sustainable kitchen operations training
- Food waste tracking & reduction strategies
- Eco-friendly product sourcing support
- Public messaging encouraging attendees to choose sustainable dining habits

### 6. Long-Term Environmental Goals

This inaugural event sets the foundation for:

- Achieving near-zero single-use plastics within 3 years
- Becoming a model sustainable festival for Indiana
- Expanding partnerships with environmental organizations, waste-management companies, and local farms



# VENDOR INFORMATION

## VENDOR PERKS WITH YOUR PARTICIPATION

### Enhanced Brand Prestige

Participation aligns your restaurant with Terre Haute's newest high-end culinary experience, designed to elevate the region's dining culture.

#### Strategic Exposure

- Featured on all Taste of Terre Haute digital platforms
- Inclusion in curated social media campaigns reaching thousands
- Video interview and chef introduction

### Expanded Customer Reach

Engage directly with a broad audience of families, food lovers, and local professionals - positioning your restaurant as a community favorite.

#### Access to Exclusive Opportunities

- Eligibility for signature culinary awards
- Early invitation to future Taste events
- Priority booth placement in upcoming years

### Operational Ease

Our team ensures a smooth experience from start to finish:

- Vendor load-in guidance
- Waste & water support stations
- On-site vendor management

### Business Growth & Sustainability Support (FREE for All Vendors)

Every participating restaurant receives:

- Access to a free restaurant-focused workshop series, including topics such as
  - Menu costing & food cost control
  - Waste reduction & sustainability
  - Operational efficiency & kitchen workflow
  - Staffing solutions & leadership
  - Consistency systems & quality assurance
- Ongoing tips from industry professionals
- ROI-focused guidance to help restaurants maximize revenue during the event and year-round

### Exclusive Culinary Workshop Opportunities

Taste of Terre Haute will host and market chef-led culinary workshops throughout the year.

Participating restaurants can:

- Teach a class (knife skills, pasta making, international cuisine, pastry demos, etc.)
- Earn additional revenue from workshop ticketing (optional)
- Gain exposure to new audiences
- Strengthen their reputation as culinary leaders

Taste will handle:

- Promotional campaigns
- Ticketing + registration
- Venue coordination
- Photography & content creation

Restaurants simply show up and do what they do best.



# VENDOR INFORMATION

FORM WILL BE SENT ELECTRONICALLY

## Event Details

**Date:** Saturday, September 12, 2026

**Time:** 4:00 PM – 10:00 PM

**Location:** Wabash Avenue (8th–9th Streets) & 9th Street Corridor, Downtown Terre Haute

**Estimated Attendance 2026:** 3000-5000

Taste of Terre Haute is a curated food and beverage tasting festival celebrating the culinary talents of local restaurants, chefs, and food entrepreneurs. Restaurants provide “taste-sized” menu items to showcase their signature flavors.

## ELIGIBILITY CRITERIA

**To participate in Taste of Terre Haute, applicants must meet the following requirements:**

- The applicant must be a restaurant, café, bakery, caterer, or mobile food vendor operating within the Wabash Valley region.
- The business must be open to the public and hold all required local licenses.
- The applicant must be in good standing with the Vigo County Health Department and must not have unresolved violations.
- This application includes all required Health Department documentation to streamline the approval process. Applicants must complete all sections in full.
- All participating food vendors must comply with temporary food service regulations and pass day-of-event inspection.

## MENU CRITERIA

- Vendors may offer a maximum of 3–5 signature taste items.
- Portions must be bite-sized and priced between \$0.01–\$5.00 to encourage sampling from multiple vendors.
- All menus must be submitted for approval by the Vigo County Health Department.
- Vendors may accept cash or card, but must provide their own payment processing capability.
- Applicants are encouraged to offer at least one vegetarian (V), vegan (VE), or gluten-free (GF) item to accommodate diverse dietary needs.
- No full-size entrées or large meals may be sold — taste portions only.

## BOOTH SPACE (RESTAURANT VENDORS)

**Included in the \$300 booth rental fee:**

- One (1) 10' x 10' booth space
- Option to request tent rental (additional fee)
- Access to one 20amp/120V power drop (limited availability; must request on application)
- Inclusion on event map, signage, and promotional materials
- Eligibility for event awards

## Additional details:

- Vendors requiring more than 10' x 10' must request approval and may be subject to an upgraded fee.
- Each vendor is responsible for providing adequate staffing, equipment, refrigeration/temperature control, handwashing setups, and décor for their booth.



# VENDOR INFORMATION

FORM WILL BE SENT ELECTRONICALLY

## FOOD TRUCK ALLEY

**Food trucks will be placed along 9th Street, forming a designated Food Truck Corridor.**

- Limited truck spaces available; assigned on a first-come basis.
- Food trucks must comply with all City of Terre Haute mobile vendor requirements.
- Trucks must use quiet inverter generators or pre-approved power connections. Open-frame generators are not allowed.
- Electricity is not guaranteed for food trucks; vendors must indicate their power requirements in advance.
- Food Truck participation fee: \$400

**Food Trucks must:**

- Offer 3-5 tasting items priced within the event guidelines
- Follow Health Department requirements and pass day-of inspection
- Remain parked until event teardown is permitted

## APPLICATION PROCEDURE

### 1. Submit Application

Complete the Taste of Terre Haute Vendor Application and return it by June 15, 2026 to:  
Taste of Terre Haute

Email: [TasteOfTerreHauteVendors@gmail.com](mailto:TasteOfTerreHauteVendors@gmail.com)

### 2. Deposit

A \$100 non-refundable deposit must accompany the application.

This deposit will be applied toward the booth fee.

### 3. Acceptance Notification

Vendor acceptance and placement confirmations will be sent by June 30, 2026.

Incomplete applications will not be considered.

### 4. Final Payment

The remaining booth fee balance is due by July 15, 2026.

All payments are non-refundable, including cancellations due to weather.

### 5. Contact

For any questions, please email: [TasteOfTerreHauteVendors@gmail.com](mailto:TasteOfTerreHauteVendors@gmail.com)

## RESTAURANT RESPONSIBILITIES

All participating restaurant vendors must provide the following:

1. Completed Taste of Terre Haute Application, including all required Vigo County Health Department documentation.
2. Food product and condiments necessary for preparing and serving menu items.
3. Beverages may be sold, excluding major soft drink brands and alcoholic beverages (alcohol is managed by event staff).
4. Adequate staffing to prepare and serve food throughout the entire event duration.



# VENDOR INFORMATION

FORM WILL BE SENT ELECTRONICALLY

5. Mandatory Vendor Meeting: A pre-event meeting will be scheduled in August 2026. At least one representative must attend.
6. Serving supplies, including paper boats, plates, napkins, and utensils.
7. Approved equipment, such as warmers or small appliances. (Large grills, smokers, and fryers require prior approval and may be restricted.)
8. All requirements listed on the Vigo County Health Department temporary food service checklist (included in packet).
9. Hand-washing station, compliant with Health Department regulations.
10. Approved fire extinguisher, if cooking equipment requires it (Class K for hot oil).
11. Booth décor and operational signage, including menu displays and pricing.
12. Certificate of Insurance naming Taste of Terre Haute, LLC as an additional insured, updated annually to match policy year.

## APPLICATION INFORMATION:

Restaurant Name (for publication): \_\_\_\_\_

Restaurant Contact Person: \_\_\_\_\_

Certified Food Handler at Event: \_\_\_\_\_

Certificate#: \_\_\_\_\_

Exp. Date \_\_\_\_\_

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

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

Cell: \_\_\_\_\_

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

Website: \_\_\_\_\_



# VENDOR INFORMATION

FORM WILL BE SENT ELECTRONICALLY

## HEALTH DEPARTMENT SECTION:

### **Signature Menu Items (All questions MUST be answered completely to satisfy MCHD Requirements)**

Please list food/beverage items with a full description. All submitted menus are subject to Health Department review and approval. **NO changes** may be made to your menus without prior notification to the Monroe County Health Department.

1. Menu Item Name: \_\_\_\_\_  
a. Will any additional food items be needed in order to build your dish? (i.e. rice, pasta, salsa, etc.)  
If so, please list them here. \_\_\_\_\_  
What equipment will you use to maintain your food items at a temperature below 41°F or above 135 °F during the event? \_\_\_\_\_

c. Price: \_\_\_\_\_  
2. Menu Item Name: \_\_\_\_\_  
a. Will any additional food items be needed in order to build your dish? (i.e. rice, pasta, salsa, etc.)  
If so, please list them here. \_\_\_\_\_  
What equipment will you use to maintain your food items at a temperature below 41°F or above 135 °F during the event? \_\_\_\_\_

c. Price: \_\_\_\_\_  
3. Menu Item Name: \_\_\_\_\_  
a. Will any additional food items be needed in order to build your dish? (i.e. rice, pasta, salsa, etc.)  
If so, please list them here. \_\_\_\_\_  
What equipment will you use to maintain your food items at a temperature below 41°F or above 135 °F during the event? \_\_\_\_\_

4. Menu Item Name: \_\_\_\_\_  
c. Price: \_\_\_\_\_  
Which food items are being cooked on site? \_\_\_\_\_

5. List hot foods that are being prepared a day or more in advance of the Taste. How will they be cooled and reheated? (Please be sure that items that are reheated are at the correct temperature when they arrive at the event) \_\_\_\_\_

6. How will your food items be protected from contamination?  
What type of chemical sanitizer will you have available at the time of the event?

~Please be sure that you have test strips available for your sanitizer at the event~



# VENDOR INFORMATION

FORM WILL BE SENT ELECTRONICALLY

8. Will your booth have a grill? Yes \_\_\_\_ No \_\_\_\_

a. If yes, what food items will be cooked? \_\_\_\_\_

9. Will your booth have a propane fryer? Yes \_\_\_\_ No \_\_\_\_

**ELECTRICAL:** Please list electrical equipment including volts/amps to be used at Taste of Bloomington. Do not bring additional lighting to conserve electricity for cooking. Please bring special plugs and adapters your equipment requires as well as (1) one extension cord for each piece of equipment to the event site. Please address all technical questions prior to the event with **INSERT ELECTRICAL CONTACT**. Each booth is equipped with (2) Two 20amp/120v receptacles. (Booth placement will be dependent)

1. \_\_\_\_\_

2. \_\_\_\_\_

## **IMPORTANT REMINDERS:**

Food handlers that are working with food (dispensing, cooking, assembling, etc.) need to wear hair restraints (hats, sweat bands, scarves) clean aprons/outer garments and wear gloves if handling ready to eat foods.

## **NO BARE HAND CONTACT IS PERMITTED**

- No food preparation is allowed at the event! (No chopping, cutting, mixing, OR Shredding). Sandwich assembly is permitted.
- Bring your thermometer!
- Hand washing stations must be fully equipped and functional prior to booth opening for sale of food at 3:00pm.
- Temporary food permits will be issued day of event after booth has passed an inspection by MCHD
- Booth Placement will be dependent upon Electrical Requirements and Grill/Fryer Usage

Please sign below acknowledging all required items are complete and you agree to abide by the terms of this contract.

Signature: \_\_\_\_\_

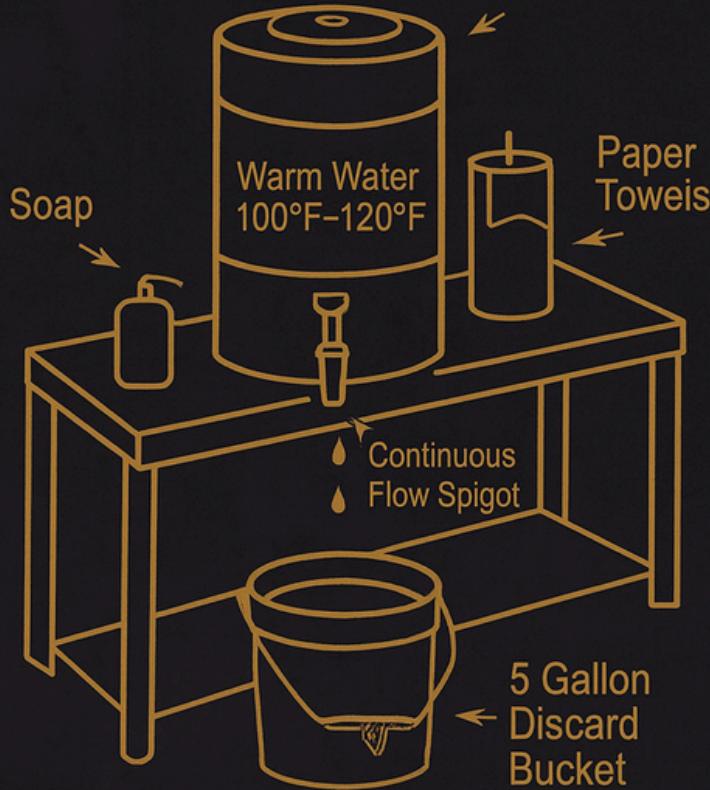
Date: \_\_\_\_\_

Print Name & Title: \_\_\_\_\_



# TEMPORARY HAND WASHING STATION

5 Gallon Thermal Container



The temporary hand washing station shall consist of at least a 5-gallon insulated container with spigot that provides a continuous flow of warm (100°F- 120°F) running water, soap, paper towels, reminder sign, and a 5-gallon bucket to collect the dirty water.

- Hair & beard restraints (hats and visors permitted)
- Clean aprons & outer garments
- Chemical sanitizer (refer to handout)
- Bleach 50-100ppm or QAC 200-400ppm
- Bucket or spray bottle
- Wiping cloth(s)
- Test strips
- Single use gloves, serving spoons, spatulas, tongs, etc.
- ICE ICE ICE & More ICE!! Ice chest with spigots
- Plastic wrap or foil for covering food items
- Platforms to elevate food and paper goods 6" off the ground
- Milk crates work great!
- Thermometers to check food temperatures
- Fans to keep cool (make sure you note this on electrical needs)
- Covered garbage cans and plenty of plastic liner

# Taste

## OF TERRE HAUTE



BUSINESS PROPOSAL  
PREPARED BY OLIVIA TINSLEY

