



*Tuesday, March 23, 2010, 5:30 to 9:00 PM*

*ARENA SOUTHAVEN - 7360 Highway 51 - North of Goodman*

## **RESTAURANT INFORMATION AND INSTRUCTIONS**

- Doors open at 9:30 a.m. on Tuesday, March 23 for restaurant set-up. If you would like to set up between 4 p.m. and 6 p.m. Monday, March 22, please call in advance to make arrangements, 901-766-7668. Each restaurant must be set-up and ready to serve by 5:00 p.m. on the day of event, Tuesday, March 23.
- Booth spaces are assigned. **Go to the check in area at the front of the arena** to receive your assigned space number and sign for your supplies.
- Electrical Service is limited and must be requested in advance. Booths will be pre-assigned according to electrical needs. If you do request electricity you must bring a power strip extension cord, approximately 100 feet. If you do not request electricity, please come prepared to use chafing dishes as a backup.
- Each restaurant will be given a total of 6 bracelets for General Managers/Owners and workers in advance of the event. **NOTE: THIS IS A CHANGE FROM PREVIOUS YEARS: Everyone** will need an ID bracelet to enter arena.
- Each restaurant is responsible for providing their chafing dishes and any additional warming equipment needed.
- Plates, forks, spoons, knives, portion cups and napkins will be provided. If any additional plastic or paper products are needed, please let us know in advance to see if we can accommodate. If not, it will be the restaurant's responsibility to provide.
- No alcohol may be served from the booths. Restaurants should be careful when choosing and preparing their menu option to ensure against excessive smoke that will interfere with the event and activate the smoke alarm system.
- No amplified music or announcements may be made from individual booths.
- Two 8' tables with white linen tablecloths are provided if needed. If you are providing your own tables and linen, please advise. Each restaurant is responsible for providing props and decorations for display.



- The working area allotted each restaurant is 10' X 12"
- Restaurants can decorate as high as they want within the allotted space.
- A volunteer will be assigned to your restaurant ensuring you have ample supplies.
- Each restaurant must bring a fire extinguisher.
- We are expecting approximately 1000 people. Please be prepared.
- At the conclusion of the event, all food must be removed and booths taken down and removed from the arena. If you need access to the arena to dismantle a booth or any other special needs, you may do so between 8 a.m. and 10 a.m., Wednesday, March 24.

**Every attendee will be asked to judge the following categories:**

- People's Choice: (best overall food, decoration, etc.)  
*Note: Winners of people's choice cannot win other categories.*
- Best of Show: (best decorated booth)
- Tastiest Food
- Sweetest Food
- Best Comfort Food
- Can't Live Without Food

Voting ends at 8:00 p.m. and award winners will be announced at 8:30 p.m. Your restaurant must still be set up and operating until that time to receive your award.

*Each award winning restaurant is asked to participate in a Sponsorship Dinner in August given for present and potential sponsors. You will be given the opportunity to introduce yourself, describe your dish and explain what being an award winning restaurant has meant to you.*

**For additional information contact:**

Denise Blessingame, Event Chair	901-485-4041
Carla Paradine, Restaurant Co-Chair	901-921-2346
Angie Hick, Restaurant Co-Chair	901-337-1795
Deri Whittaker, American Liver Foundation	901-766-7668 (office)
	901-581-8728 (cell) – event day

Thank you for your continued support of the American Liver Foundation and Taste of Desoto.