



# RESTAURANT/VENDOR AGREEMENT

Contract Deadline: April 6, 2018

## DERBY NIGHT RACE *to* SUPPORT EDUCATION

The following document defines the proposed agreement between the Upper Tampa Bay Education Foundation (UTBEF) and \_\_\_\_\_ for **Derby Night 2018: Race to Support Education** scheduled for Friday, April 19, 2018 from 6:00 pm – 9:00 pm at the Nielsen, One Nielsen Way, Oldsmar, 34677.

### UTBEF will:

- Donate Derby Night proceeds to the UTBEF technical scholarships for area students.
- Recognize your business in press releases and newspaper articles on the event.
- Allow distribution of business cards, menus, and other promotional materials at the event.
- Provide the option to partner with culinary students to serve at your station.
- Provide two (2) 6-foot clothed banquet tables for use by your staff to prepare and serve food.
- Recognize your business for its contributions to the event throughout the evening, in announcements by the Master of Ceremonies from the main stage.

### Participating Restaurant/Vendor will:

- Prepare and serve a selection of beverages and/or appetizers for approximately 250 attendees on the evening of April 19, 2018 between the hours of 6:00 pm and 8:00 pm.
- Provide cups, plates, napkins, and silverware, if needed, for use by guests.
- Provide heat source if needed, to keep food warm throughout the evening.
- Provide camera-ready logo for publication purposes.
- Be responsible for complete setup and teardown of your service area. Pre-event set up may begin as early as 2 pm. Vendors MUST be completely set up and have area cleared of boxes, etc. no later than 5:30 pm.
- Provide corporate signage in one or more of the following acceptable forms:
  - Imprinted table skirt or banner to attach to the front of the table
  - Freestanding signage placed behind or on the table. (No signage attached to walls or windows.)

\_\_\_\_\_ Date \_\_\_\_\_  
(UTBEF Representative)

\_\_\_\_\_ Date \_\_\_\_\_  
(Restaurant/Vendor Representative)



The Upper Tampa Bay Education Foundation, a 501c(3) organization (FIN 26-0134033), is committed to helping our local schools with sponsoring classroom projects, supporting educational development programs, honoring students, awarding scholarships and showing our appreciation to the dedicated educators who teach our children.