

2024 TASTE OF LAKE FOREST PARTICIPANT REQUIREMENTS

PARTICIPANT REQUIREMENTS

In order to participate in the Taste of Lake Forest, you must **bring your own 10x10 canopy, (2) 6-FT table(s), (2) \$25 restaurant gift cards, adhere to waste disposal regulations, submit this completed application form, complete and sign a Declaration of For-Profit Form, and attach your business's W-9 form.** Participants are encouraged to donate additional \$25 gift cards which will be entered into the raffle. Participants are allowed to bring one additional prep table for food items. **All items must fit within your allocated 10'x10' space.**

FOOD AND BEVERAGES

You must provide a minimum of 1,200 samples (an assortment of samples is allowed). Participants are allowed to provide more than 1,200 samples, if desired. **We strongly encourage serving small food portions appropriate for a 4-inch plate or smaller.** You may provide non-alcoholic beverage samples but bottled water is not allowed. **Remember, you are not permitted to sell any items at this event.**

FOOD PREPARATION

On-site cooking is strictly prohibited at the Taste of Lake Forest. All food must be cooked before the event and kept warm in warming trays or chafing dishes during the duration of the event. BBQ units, grills, or other cooking equipment are **not** permitted at this event.

WASTE DISPOSAL

The Taste of Lake Forest will implement waste disposal regulations in compliance with California Senate Bill 1383 (SB 1383). SB 1383 is a California law that mandates significant reductions in methane emissions, a potent greenhouse gas, by diverting organic waste to recycling and composting facilities.

How Does SB 1383 Apply to the Taste of Lake Forest Event?

As a participant in the Taste of Lake Forest event, you are required to adhere to SB 1383 regulations regarding organic waste disposal. During and after the event, organic waste bins will be provided for your use. These bins are designated for the disposal of food waste, compostable utensils, napkins, and any other organic materials generated during the event. The image below demonstrates the bins that will be available for vendor use throughout the duration of the event.



What You Need to Do:

Separate Organic Waste: Dispose of all organic waste generated by your business into the designated organic waste bins provided at the event.

Follow Instructions: Follow instructions provided by event staff and volunteers regarding organic waste disposal. They will be available to assist you with proper waste separation and disposal.

Dispose Properly: Minimize contamination by ensuring waste is placed in the proper designated bins. It is strongly encouraged that businesses use compostable or biodegradable servings utensils, plates, napkins, dining utensils, and cups (which can be disposed of in organic waste bins) to reduce contamination.

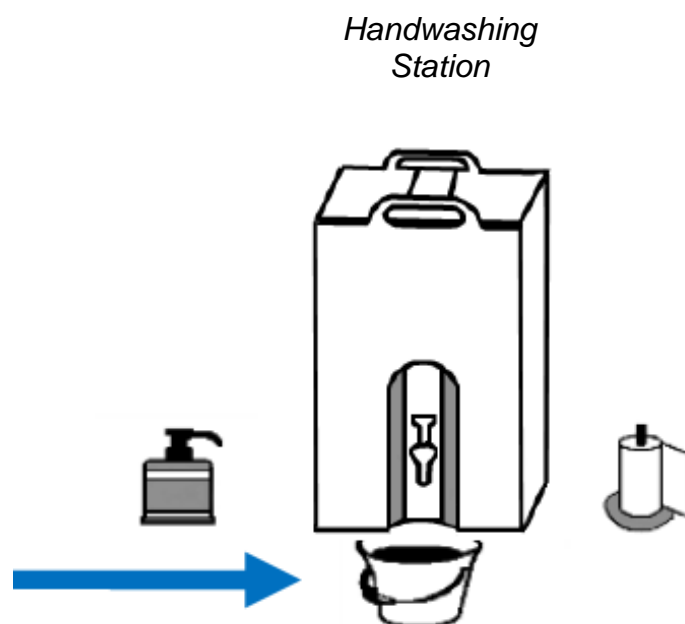
Compliance is Key: Adherence to SB 1383 regulations is mandatory for all participants.

EQUIPMENT

City of Lake Forest Provides:

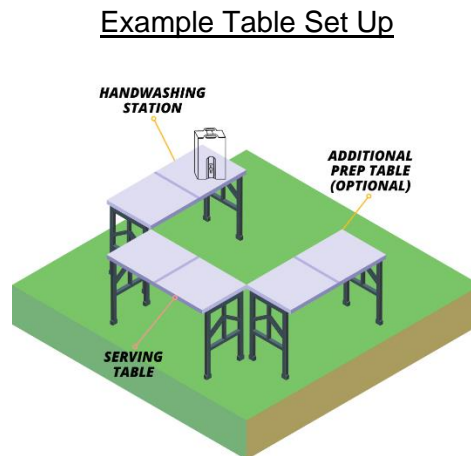
- 10x10 tarp for ground cover
- Hand washing station for food handlers (see following diagram for example)
 - Include a 5-gallon container of warm (100F) clean water (e.g. Orange Gatorade container or coffee thermal container with spout)
 - (1) 6FT table for hand washing station
 - Soap and paper towels
 - Bucket to catch wastewater.
- Banner with business name for front of canopy
- Trash bin, recycle bin, and organic waste bin

This requirement is in accordance with the OC Health Department Regulations; please contact us if you have any questions or concerns.



Business Provides:

- One 10x10 canopy
- 1,200 food and/or drink samples
- Additional prep table (optional)
- Tablecloths
- Promotional items (optional)
- Food warmers
- Serving utensils, plates, napkins, dining utensils, and cups as needed
- Flyers, menus, etc. (optional)



SET UP AND TEAR DOWN

You can arrive to set up at 1:30 p.m. Set up must be completed by 4:00 p.m., in case the lines open earlier than 4:30 p.m. Upon arrival, please have your Vendor Tag hanging from your rear-view mirror. Volunteers will be present to direct vendors to designated drop off or parking spots. Please report to the Check-In/Ticket Sales booth. A volunteer will be available to assist you with unloading items from your vehicle and assist you with locating your booth space. Once your booth has been set up, you may leave and come back with food if you are bringing it separately. It is recommended to bring food towards the end of the set-up period to keep samples as fresh as possible. Your booth is required to operate throughout the entire event. If your booth runs out of samples before the conclusion of the event you must still staff your booth until tear down time. You are permitted to have staff members bring extra samples throughout the event, as long as the booth remains staffed. Teardown of all booths will begin no earlier than 8:00 p.m. and must be completed by 9:00 p.m. Volunteers will be present to assist with tear down, loading, and transferring items to vehicles, and disposal of waste. More information will be given during the mandatory Taste of Lake Forest Participant Meetings.

ON-SITE COORDINATOR

Mary Visconte, CEO of the Lake Forest Chamber of Commerce, is the On-Site Coordinator for the Taste of Lake Forest. She will be able to assist you with any questions you may have the day of the event. You can contact her via email at mary@spectrum-specialties.com or on her cell phone (949) 870-6434.

REQUIRED DATES AND DEADLINES

Friday, May 17

Final Taste of Lake Forest Registration Deadline.

Wednesday, May 29

First MANDATORY Taste of Lake Forest Participant Meeting at 3:00
One representative from your business must be present at this meeting.

Wednesday, June 12

Second MANDATORY Taste of Lake Forest Participant Meeting at 3:00 pm. One representative from your business must be present at this meeting.

Friday, June 21

Taste of Lake Forest – you must arrive by 1:30 p.m. to be shown your booth location and begin set up. **Set up must be completed by 3:30 p.m. Lines may begin at 4:00 p.m.**

Attendees will vote for their “Best of Taste of Lake Forest Restaurant.” Awards will be given to 1st, 2nd & 3rd place winners on stage at the event.

Awards donated by Spectrum Specialties & Awards.

All participants of the 2024 Taste of Lake Forest will be invited to and acknowledged at a City Council meeting following the event.

We look forward to promoting your business in Lake Forest.



Est. 2011