

Saturday September 28th 7pm-11pm

Freeman Coliseum Expo Hall B



Alcohol Vendor Participant Agreement

Please fill out the information below and email to jgbarbaro@lbwfsa.com no later than August 10, 2019.

COMPANY INFORMATION

Product: _____

Contact: _____

Phone (office & cell): _____

Email: _____

Street Address: _____

Website: _____

PACKAGE A (\$2,000)

PACKAGE B (\$1,200)

PACKAGE C (\$500)

PRODUCT ITEMS

We anticipate 3,000 attendees and we encourage sample pours - NOT cocktail portions. You may feature as few or as many menu items as you would like. We encourage participants to provide 1,000 total sample servings. See pages 2-3 for more information.

Description of Sample Item(s) to be served at the event and # of samples to be provided of each: *You may attach additional descriptive information about your samples as well as send pictures for us to use on social media.*

1. _____ # _____ 2. _____ # _____
3. _____ # _____ 4. _____ # _____

ON-SITE SPACE & ELECTRICAL NEEDS

You will be provided an area approximately 10ft x 15ft with one 8ft. tables. One facing the public from where you will serve. ***Please make special arrangements with Jennifer if you need any additional space or tables.***

Please check one.

- NO, we will NOT need electricity
- YES, we will need to plug in a total of ____ (#) of standard 110-volt outlets (first-come first-serve, limited # of booths with electricity available).
- YES, we need electricity, but 110-volt plugs are not sufficient (there will be an electricity surcharge to supply this type of electrical requirement).

Agreed to by Authorized Representative:

Questions & More Info Contact: Jennifer Barbaro 210-315-7170 or jgbarbaro@lbwfsa.com

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Event Details For Alcohol Vendors

WHAT WILL THE LIQUOR, BEER & WINE FESTIVAL PROVIDE?

- 10'X15 space
- 1 8ft. covered banquet tables
- Electrical needs (LIMITED BOOTHS AVAILABLE WITH ELECTRICITY. Up to 2 110-volt outlets - upgraded electricity will be subject to a charge)
- 1 Health Permit from SA Metro Health (displays wider than 10ft will require an additional permit)
- The following Health Department Required Supplies: Hand washing station including clean water container with a spigot, filled with potable water and a catch basin. Soap & paper towels. 3 plastic or metal containers to wash, rinse and sanitize utensils used. Small bottle of liquid detergent, container of potable water, plastic bags or metal or plastic waste receptacles with lids, small bottle of bleach for sanitizing.
- 4 vendor credentials for your booth workers to access the venue.
- Large vendor storage area where carts and bulky items can be stored.
- Access to the event space as early as 10am on Saturday SEPTEMBER 28th.
- Availability of Ice (there will be ice on site just outside the venue, there may be a small charge from the ice vendor)
- Plastic 5oz. tasting cups.

WHAT WILL YOU NEED TO PROVIDE?

- We are recommending 1,000+ samples since our expected attendance is 5,000
- TABC certified server for your product(s).
- The following **Health Department Required Supplies**: scoop for dispensing ice.
- Copy of certificate of liability insurance listing Rey Fee Scholarship Foundation (11514 Jones Maltsberger, San Antonio TX 78216) as additional insured.
- All serving materials in addition to tasting cups provided
- Cart or flat-bed dolly for transporting beverages/cases through the venue
- Color logo in jpg format (email to jgbarbaro@whiskyliquorfest.com)
- Signage to convey your brand (front of booth signage should be approximately 6-8ft x 1-2 ft)
- Extension cords
- Any marketing literature you would like to distribute from your booth
- Any misc. event supplies such as zip ties, rope, tape, scissors, rubber bands, disinfectant wipes, hooks, paper/pens, first aid kit, ect.

ADDITIONAL INFORMATION:

- The venue is under the jurisdiction of the Bexar County Fire Marshal (not SAFD). We will provide more details soon on what to expect from their fire inspection.
- You may load-in any time between 10am and 4pm on 09/28, we ask that you provide a 1 hour window when you plan to load-in.
- We will provide a vendor packet by 9/21 with additional details including map of the event layout (spaces may not be assigned by this time), more load-in details and vendor parking information.
- Be prepared for TABC and SA Metro Health to conduct a complete inspection, around approximately 6pm
- **All booths must be ready to serve by 6:00pm (VIP begins at 6pm/doors open at 7pm)**
- All items (EXCEPT ALCOHOL) must be broken down and taken with you at the end of the event.

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