



**BENEFITTING HOWARD COUNTY TOURISM, INC.  
TUESDAY, JUNE 2, 2009 – 5:00 TO 9:00 PM  
FOOD STATION REQUIREMENTS FORM  
PLEASE RETURN FORM BY DECEMBER 31, 2008**

Restaurant: \_\_\_\_\_

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

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

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

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

Food specialties to be served at the event: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Names of persons at station : \_\_\_\_\_

\_\_\_\_\_

***Please note: 4 persons or fewer at each station unless other arrangements are made in advance with Howard County Tourism, Inc./Belmont Conference Center. Due to space restraints, only one, six foot table will be allowed.***

**(Please circle yes or no) ELECTRICAL OUTLETS: Yes / No**

**Additional Information:**

- Food stations must supply their own linens
- Food stations must supply their own serving supplies (plates, napkins, forks, knives, spoons, etc.)
- Please bring only original specified food item(s)
- Tourism/Belmont may assist with item selections to ensure a diverse menu for the event
- **SOIRÉE** –themed station décor encouraged – **prize awarded for best station!**
- Kitchen access and refrigeration NOT available at Belmont Conference Center
- Sternos preferred unless it is an action station, please specify: \_\_\_\_\_
- Hand trucks welcomed for loading and unloading
- All Stations located in Belmont’s tents – no indoor stations
- All setup must take place between 3:00 and 4:30 p.m. the day of the event
- Call Amanda Hof or Lori Paddy at Howard County Tourism at (410) 313-1904 with questions

**PLEASE FAX THIS FORM BACK TO (410) 313-1902  
BY DECEMBER 31, 2008  
THANK YOU FOR PARTICIPATING IN SOIRÉE!**

**Day of Contact Numbers  
Amanda Hof: 443-538-1679  
Belmont: 410-772-4300**