Colorado School of Mines
2015 Celebration of Mines by Starlight
Vendor/Promotional Opportunity FAQ

What, When & Where?

What: Celebration of Mines by Starlight
When: Friday, September 4th, 2015
Time: 5:30 pm to 8:30 pm
Where: Guggenheim Commons

You are Invited!

You are invited to participate in Celebration of Mines by Starlight—a unique opportunity to meet Mines students and bring your restaurant’s food to our campus! This event has proven to be a popular one for our local restauranteurs. By participating you will be able to showcase and introduce your menu to our campus’s 4,000+ students. Photos of last year’s event are located on the Oredigger Newspaper’s Facebook page located at https://www.facebook.com/media/set/?set=a.360043340814630.1073741831.353812178104413&type=3.

Is There Any Cost to Participate?!

There is no fee for accepted vendors.

How Many Food Vendors Participate?!

We will have approximately 200 club tables throughout the venue, and vendors will located on Illinois St. through the middle of the event venue. The number of food vendors depends on interest by businesses within the community. You will NOT have exclusive rights to a certain area/table i.e. a competing vendor may have a table next to you. We will do our best to have community vendors spread apart from one another.

What About Permits and Insurance?!

Food being given away does not include a special permit or tax license. We will, however need to have proof of your health license from JeffCo.

Do Food Vendors Donate Their Food?

We don’t expect you to foot the entire cost of all the food. We’ll be working with each vendor on an individual basis to ensure everyone who wants to participate, can. Those who can afford to, may absorb their costs as a promotional expense.
What’s Expected of Me if I Am Accepted?!

Most important: Be prepared for at least 2,000 attendees. This means you’ll need to prepare and have enough food for 2000 bite sized “tasting” portions, as well as adequate staff and supplies to last the duration of the event from 5:30pm – 8:30pm. In order for the event to run smoothly, you MUST ARRIVE ON TIME for your designated load-in/set-up time the day of the event. Once accepted you will receive instructions via email. The first load-in times are at 4pm. Help us help you. Meet our deadlines and work with us on your menu and food costs in advance and in a timely manner.

Be respectful, follow the rules, clean-up and leave your vendor space and the venue as you found it, or a repair and cleaning fee will be charged by our department. Every vendor will be required to pay a refundable $300 deposit.

What Type of Menu Items Are Featured?!

Our goal is to help you create as many fans as possible. Period. You will do that by allowing as many people as possible to taste your food, which means showcasing your signature specialties (1-2 items only) in an easily prepped bite sized “tasting” portion. Ultimately the decision is yours to make on portion size and what aligns with your business.

What Else Will Be at the Event?!

Student-oriented entertainment, a live band, community businesses, and Sodexo—the Mines food vendor.

Will Everyone Who Applies On Time Be Accepted?!

This event is student-oriented. We reserve the right to refuse based on what we deem to be in the best interests of our students.

When Will I Know if I’ve Been Accepted?!

We’ll begin processing accepted food vendors the week of August 3rd. If accepted, you will receive further details and instructions.

Do I Have To Participate in the Entire Event?!!

Accepted food vendors must participate in the entire event including loading in on time, supplying 2000 “tasting” bite sized portions, and cleaning up of your assigned area.

What is the Refundable Deposit For? How Much Will I Be Reimbursed?!

Once you’ve applied and been accepted we expect you to follow the terms of participation you agree to, returning rentals (table & chairs) and the venue as you find them, and being respectful of both attendees and fellow vendors. If for any reason you aren’t able to uphold your end of the agreement, or don’t show up to the event, your deposit may be forfeited. If you do adhere to the terms of participation, (of course you will!), your $300 deposit will be returned along with your pre-approved food costs in 30-60 days of the event. And invoice must be provided in order to receive payment. We reimburse a portion of actual, verifiable, pre-approved food costs only.

When is the Application Deadline?

You must submit your signed Food Vendor Application by Monday, August 3, 2015.
How Do I Apply?! 

Once you’ve read this FAQ in its entirety, sign THIS page and mail it along with your $300 refundable deposit (made payable to ‘Colorado School of Mines’) to:

Colorado School of Mines, Student Activities Office, Attn: Nanci Bliss-Kelley, 1020 19th Street, Golden, CO 80401

Questions?

You can reach Nanci Bliss-Kelley at nbliss@mines.edu or by calling 303 384-2193.

Sign Me Up!!

I’ve read and understand the CSM Celebration of Mines Vendor FAQ and agree to all terms of participation.

Business Name ______________________________

Authorized Representative __________________________

Contact Email ______________________________

Contact Phone _____________________________