



Food Tent Service Application

Introduction and Background

Wisconsin Farm Technology Days (www.wifarmtechnologydays.com) intends to use the results of this application process to assign non-profit or community-based organizations to staff Food Tents for the Wisconsin Farm Technology Days-Jefferson County show held July 23-25, 2019.

Wisconsin Farm Technology Days (WFTD) is a non-profit, educational organization that has sponsored an annual event showcasing agriculture and related industries since 1954. Wisconsin Farm Technology Days-Jefferson County is expected to draw up to 40,000 visitors over the three day show.

WFTD-Jefferson County will be hosted at the Walters Grain Farm located in Grellton, Wisconsin. WFTD is operated in a farm field using all portable equipment, including tents, generators, water supplies, satellites, etc. Food will be served from six large food tents, two ice cream tents and four beverage tents. All tents will be staffed by non-profit organizations coordinated by the WFTD Jefferson County Food Committee.

Scope

Wisconsin Farm Technology Days-Jefferson County is seeking Food Tent Service volunteers to work July 23-25, 2019. Your non-profit organization is invited to submit an application indicating your interest to provide staffing for the food tent operations, including but not limited to cashiering, food preparation, and serving. Please know that long periods of standing and/or being "on the move" is required.

WFTD prides itself on giving back to the community; revenue from food, beverage, and ice cream sales is paid out to organizations that staff the tents. We hope you consider this opportunity to raise funds for your organization.

Thank you for your interest and we look forward to working with you,

2019 Wisconsin Farm Technology Days-Jefferson County Food Committee

Food Tent Service Application

We, the members of _____, representing Jefferson County, are a non-profit, do hereby request to be considered and selected to staff a food tent position at Wisconsin Farm Technology Days-Jefferson County, held July 23-25, 2019 in Grellton, WI.

We understand that if accepted, we are expected to:

1. Sign the food tent service application below.
2. Deposit \$100 as earnest money with this application (refundable), made payable to Farm Technology Days – Jefferson County.
3. Designate volunteer food captain(s) to attend Food Committee Meetings as requested.
4. Provide volunteers for all three days of the event or shifts as assigned.
5. Smaller groups, if selected, may be combined to form a larger group.
6. Complete all required food service training.

Please explain how funding from Wisconsin Farm Technology Days-Jefferson County will be used by your non-profit organization.

PLEASE PRINT LEGIBLY

Contact Person: _____

Address: _____

Phone: _____ Email Address: _____

Our membership will provide volunteers to work **1 day/2 days/3 days (circle one)** of the show.

Organization Food Captains 1) _____ 2) _____

Signature: _____ Date: _____

Print Signers Name and Position: _____

The Wisconsin Farm Technology Days-Jefferson County Food Committee or the Executive Committee reserves the right to reject any applications in the best interest of our event.

Priority will be given to Jefferson County Organizations. Submit applications or questions by email to cjaquith9517@gmail.com or by mail to:

WFTD- Jefferson County Food Committee
Attn: Cindy Jaquith
W1550 County Road C1
Helenville, WI 53137

Food Tent Volunteer Information

Wisconsin Farm Technology Days, Jefferson County, July 23-25, 2019

1. A food tent will be staffed with a minimum 25 volunteers per day. Ice cream tents will have 4 volunteers and beverage tents will have 2 volunteers total per shift. Volunteers will sign-up for a shift or shifts throughout the three day period.
2. Minimum age for volunteers working in food service areas is sixteen (16) years of age. Volunteers who are fourteen or fifteen years of age may help with cleanup under adult supervision.
3. Groups will be expected to work all three days of the show (July 23-25, 2019).
4. Open hours for the show will be 9:00am-4:00pm Tuesday, Wednesday and Thursday. Food, beverage, and ice cream tents open at 10:00am and close at 4:00pm. 11:00am-1:30pm is the peak time for full staffing.
5. Each food tent will have the same menu and pricing, one (Tent 2) will be open earlier to serve breakfast all three days (7:00am-10:00am). Feel free to come early and enjoy breakfast.
6. Food and beverages will be ordered, contracted and coordinated by the Food Committee for all food/beverage selling sites in Tent City.
7. No alcoholic beverages will be sold on the grounds.
8. All items for the tents will be provided. Any exceptions must be approved by the Food Committee.
9. Each organization will designate two (2) co-captains who will work all of the shifts assigned to their organization during the show and the Monday prior to the official start of the show. Monday is a soft launch day where one tent opens. Co-captains are asked to staff this tent to get a hands-on experience of the flow before the show begins on Tuesday.
10. Volunteers will be expected to attend a mandatory 2 hour food safety and cashier training provided by the Food Committee. Multiple sessions will be offered prior to the show.
11. Co-captains serve as the main point of contact to their volunteer group.
12. Profits from sales of food and beverages will be shared and paid to the organization on a per member per hour worked basis.
13. Volunteers who sign-up for shifts and are no longer able to work are required to find a replacement. The replacement must sign in with a volunteer coordinator to make sure paperwork is completed. **It is very important that all shifts are staffed as planned in order to run smoothly.** It is advised that your group create a list of backup volunteers in case of any unforeseen circumstances.
14. Volunteers must stay until the end of their shift unless dismissed earlier by food tent co-captains or Food Committee Leads.
15. Prior to show, directions will be given on where to park and how to enter the event. **Please plan to arrive a minimum of 15 minutes early** in order to find parking and navigate to respective tent. Traffic delays are possible.
16. Entrance to WFTD for volunteers is free the day you work (you must be wearing your shirt and have your pass).
17. All volunteers will have designated parking areas and entrance passes. These will be communicated as the show gets closer.
18. Each volunteer will get a coupon for a sandwich and beverage.
19. Additional information will be provided at the volunteer training dates.

