



St. Andrew Catholic School

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2016 Event Chair: Jenna Cunningham
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2016

Event Date: Tuesday, October 18, 2016

Restaurant Booths: Set-Up/Break-Down/DHEC Inspection

Taste of the Town is a food festival in which Restaurant Participants will transform simple booth spaces into inviting, attractive “mini restaurants”, and each participating restaurant will select entree/dessert items from its restaurant’s menu to be offered and sold to guests/attendees of the event.

Event Location: Myrtle Beach Convention Center – Exhibit Halls A, B & C

Set-Up for Taste of the Town 2016 will begin on Monday, October 17th (day before event) and will be completed on Tuesday, October 18th (day of event).

.....**Monday, October 17th**.....

7:00am – 1:00pm Convention Makers will construct restaurant booths, ticket booths, stage, beer garden, wine patio, etc. Restaurants are not allowed to begin setup/decoration of their booths during this time frame. Construction of Event Layout is expected to be completed by 1:00pm.

Booth Set-Up:

1:00pm – 6:00pm Restaurants begin setup/decoration of restaurant booths at 1:00pm. Vehicles are allowed inside the Exhibition Halls for ease in transporting restaurant equipment, food, decorations, etc. All vehicles must enter and exit via the docking area located at the rear of the Convention Center.

.....**Tuesday, October 18th**.....

7:30am – 1:00pm Restaurants continue setup/decoration of restaurant booths. Booth Set-Up must be complete and **all vehicles must be moved out of the Exhibition Halls by 1:00pm.**

DHEC Inspections:

2:00pm – 4:00pm DHEC will perform inspections of all restaurant booths, so Restaurant Participants **must be completely set-up and ready to serve by 2:00pm.**

4:00pm – 10:00pm Taste of the Town event operating hours. **Restaurants MAY NOT, under any circumstances, begin breaking down their restaurant booths prior to 10:00pm. Any restaurant that breaks down prior to 10pm will be charged a \$200 fine.**

Booth Break-Down:

10:00pm – 12:00am Booth breakdown- **vehicles are not allowed back inside the Exhibition Halls until all event guests/attendees have exited the Exhibition Halls!**

Restaurant Booths must be completely broken down, and all equipment, decorations, food, etc. removed as quickly as possible. Exhibition Halls must be totally cleared no later than 12:00 midnight! Thank you for your cooperation!