



Dear [[salutation]],

Bastrop County Emergency Food Pantry's 20th annual **Bastrop Empty Bowl Event**—one of the area's best-loved and attended events—has been set for **January 25, 2025**, at the Bastrop Convention and Exhibit Center from 11 to 1:30 p.m. Thank you so much for expressing interest in showcasing your soups at our event. ***Please, fill out a NEW form for each type of soup AND return form(s) by January 6, 2025*** Please fill out the form below and email it to kelly@bastropfoodpantry.org with the subject **Bastrop Empty Bowl Restaurant/Caterer Confirmation**. **–OR- FAX to (512) 321-4544. –OR- Fill out the online form (click the link or use the QR Code Below): <https://forms.gle/HQJQJKxBp8hgr2sAA>**

Name of restaurant _____ Name of Contact: _____

Email: _____ Phone Number: _____

Name of soup, stew, or chili to be provided _____

Dollar Value of soup: _____

REMINDER: If more than one soup is provided, please copy this form and complete a separate confirmation for each offering.

Category (check one)
<input type="checkbox"/> cream-based soup
<input type="checkbox"/> broth-based soup
<input type="checkbox"/> chili
<input type="checkbox"/> stew

Quantity of soup (named above) that we will provide (check one)
<input type="checkbox"/> 10 gallons
<input type="checkbox"/> 15 gallons

Electrical service needed for our equipment (check one)
<input type="checkbox"/> none: We will use a chafing dish.
<input type="checkbox"/> crockpot (wattage _____)
<input type="checkbox"/> roaster (wattage _____)

Scan QR CODE BELOW TO FILL OUT FORM ON-LINE: <https://forms.gle/HQJQJKxBp8hgr2sAA>





**Bastrop County Emergency Food Pantry
2024 BASTROP EMPTY BOWL EVENT
Restaurant/ Caterer Confirmation for
Saturday, January 25, 2025**

Event details for participating restaurants:

- **Event set-up:** Please arrive at the Bastrop Convention and Exhibit Center (1408 Chestnut Street) on Saturday, January 25, 2025, between 9:30-10 a.m. **(but no later than 10 a.m.)** for set up. All soups must be ready for judging at **10:20 a.m. and for public service by 11 a.m.** You may unload through the catering kitchen on the north side of the center; volunteers will assist with unloading. Parking is available on the north side of the Convention Center or in the City Hall Parking lot across Chestnut St. **If you need the Pantry to assign volunteers to serve your soup, please contact us immediately. Email our Volunteer Coordinator at sherrydarwin@bastropfoodpantry.org and she will gladly arrange volunteer servers.**
- Feel free to bring your menus, business cards, and promotional coupons and to decorate your tabletop. No “off-table” decorations, please! (There will be a “Best Table Presentation” award!)
- The Pantry will provide tables, each draped with a **black floor-length table covering**. Each provider with 15 or more gallons will have a six-foot table to themselves; a provider of 10 to 15 gallons will share an eight-foot table with another such provider. Table assignments will be based upon (1) **the quantity of soup** to be provided and (2) **power requirements** as specified on the confirmation form you submit.
- **Electrical service for high-wattage appliances is very limited; please consider using chafing dishes. If you will use an electrical heating appliance, please bring an extension cord rated for your appliance, and please advise us by January 17th of the electrical requirements of your appliance.**
- Volunteers will be available to direct you to your assigned table. **The Pantry will provide an initial supply of disposable 4oz. bowls, spoons, and napkins** (and will replenish supplies as needed during the event).
- **Soups on!** Doors open to the public promptly at 11 a.m.; the event ends at 1:30 p.m. Judges’ awards and the “Fan Favorite” award will be announced before 1 p.m. After the event, all award winners will be publicized in local media and on social media.

All participants will be featured on our active social media accounts, and website, at the 300+ person event, and in the program. **If you have any questions at all, please contact Kelly Manfredini by email (Kelly@bastropfoodpantry.org).**

THANK YOU!!