



**EMPTY**

**BOWLS**



**Food Vendors**





# Event Details



## Handmade bowls and gourmet bites: A tasty way to give back.

The Rhode Island Community Food Bank is thrilled to announce this year's **Empty Bowls** event on April 2, 2025.

The concept is simple: guests choose a handmade bowl, enjoy delicious restaurant tastings, and go home with their bowl as a reminder that their support helps us fill all the empty bowls in our community. Funds raised from **Empty Bowls** will help the Food Bank provide food assistance to 82,600 Rhode Islanders each month.

With artists, restaurants, and nearly 1,000 guests hailing from all over the state, the Food Bank's Empty Bowls event provides a unique opportunity to promote your brand.

**Date:** Wednesday, April 2, 2025

**Time:** 5:30 - 8:00 PM

**Location:** WaterFire Arts Center, 475 Valley Street, Providence

**Tickets:** **\$75 Early Bird General Admission (until 3/6/2025):**  
Includes handmade bowl and tastings

**\$85 General Admission (after 3/6/2025):**  
Includes handmade bowl and tastings

**\$150 Patron Admission:**  
Includes VIP bowl, tastings and complimentary drink ticket





# Culinary Vendor Information

**Date:** Wednesday, April 2, 2025

**Time:** Event runs from 5:30-8:00 pm. All vendors should arrive between 3:30-4:30 pm and be ready for service at 5:30 pm

**Place:** WaterFire Arts Center, 475 Valley Street, Providence

**Contact:** Ampersand Creative Co, LLC (the Food Bank's event consultant)-  
hello@ampersandcreativeco.com

## The Food Bank will provide:

- A \$250 stipend per restaurant to cover some of your expenses (check will be issued at the event)
- One 6' table and one 6'x18" classroom table behind you
- A linen for table. Any other fabric you bring must be certified as flame retardant
- Restaurant name banner over table
- Table sign with menu item listed
- Trash receptacles
- Hand washing stations
- Listing on the event program given to 1,000 guests
- Listing with link to your website on Food Bank event website

## You are asked to provide:

- 850 2-3 oz. tasting portions of your signature dishes. **Please bring hot food hot and cold food cold.**
- Disposables for 850 portions (plates, cups, bowls, napkins, flatware, etc.)
- 1-2 servers for your station
- Chafers, fully-enclosed sternos, hot wells or electric burners to heat your food (**see restrictions on next page**)
- Coolers and ice, if needed
- Serving utensils
- Health Department license at your booth
- Promotional items of your choice

# Culinary Vendor Requirements

## Important Dates to Remember

- **Friday, January 10, 2025: Participation Agreement Due- Included in this packet**
- **Friday, February 14, 2025: All Other Paperwork Due- See below**
- **Friday, March 21, 2025: Last chance to make changes to your menu item**

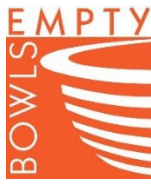
## Day of Event (Wednesday, April 2, 2025)

- Please arrive between 3:30-4:30 pm. It is imperative that set up is complete and you are ready to begin serving at 5:30 pm when guests arrive.
- Load-in and load-out may be done through the loading entrance of the WaterFire Arts Center. The Food Bank will provide carts and volunteers to help you load in and find your station. Following load-in, please park your vehicle in the back lot.
- Use of propane, butane, or any other liquid or gas fuel is prohibited inside the WaterFire Arts Center. No open flame is allowed. Sternos must be full enclosed. No deep frying and any oil used in cooking must be contained.
- No overnight storage is available on site after the event. All items must be loaded out after the event. The Food Bank and WaterFire Arts Center are not responsible for items left behind.

## Other Requirements

- The RI Health Department may contact you prior to the event to discuss how your food will be handled. They will work with you to ensure that all health codes are being followed. The health department may be in attendance during the event and may inspect your station. Please be prepared with cooling charts and temp logs.
- You will need to provide a Participation Agreement, specially worded COI, Temporary Event Mobile Food Service License, a completed W-9 form, and your menu item. Once your participation agreement has been received, we will send you a packet with information about the wording needed on these forms.

If you would like to learn more about the Empty Bowls event or participate as a food vendor, please contact [hello@ampersandcreativeco.com](mailto:hello@ampersandcreativeco.com)



Restaurant/Caterer/Bakery Participation Form  
Wednesday, April 2, 2025  
5:30 – 8:00 p.m.  
WaterFire Arts Center, 475 Valley Street, Providence

Participant Name (as you wish to be listed)

Contact Name:

Contact Title:

Address:

City:  State:  Zip:

Telephone:  E-mail address:

**1. Please describe your dish as you would like it listed in the program.** We ask that you provide 850 2-3 oz. tasting portions of a popular menu item (savory dish or dessert) and the disposables needed to serve the tastings, such as paper boats, bowls, plates, spoons, forks, napkins, etc.

**2. Please indicate if you are the owner of the restaurant and will be serving food and therefore exempt from providing worker's compensation insurance information.**

- Yes, I am the owner and will be serving food.  No, I will provide the Food Bank with worker's compensation insurance information.

**3. Is your dish any of the following?**

- Gluten-free  Vegan  Vegetarian  Dairy-free

**4. Do you need an electrical outlet?**

- Yes  No

**5. What type of equipment will you be using (hot plate, electric pan, griddle, enclosed sternos, refrigerator, etc.**

Submit this completed and signed form by Friday, January 10, 2025 to Ampersand Creative Co. by email: [hello@ampersandcreativeco.com](mailto:hello@ampersandcreativeco.com)

**Agreement:**

I, \_\_\_\_\_, owner of \_\_\_\_\_, agree to participate in Empty Bowls 2024 on April 2, 2025 and will accept payment of \$250 for providing 850 2-3 oz. tasting samples and disposables for tastings (paper boats, bowls, plates, spoons, forks, napkins). I will also provide the Food Bank with the appropriate Certificate of Insurance, Temporary Mobile Food Service License and a signed W-9 for payment.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_