Dear Friend of the Zoo:

**Let out your Pittsburgh Pride and inner “Yinzer”** at our annual fundraiser, **Summer Safari** on its new date, **Friday, June 9, 2023**! Kick off the summer with a Pittsburgh Party celebrating the Zoo’s 125th anniversary as the Zoo opens its doors after hours to welcome more than 1,000 revelers. Lively partygoers will party with Pittsburgh favorites and enjoy live entertainment, Pittsburgh traditions, extensive libations, and delectable food provided by the region’s premier restaurants (that’s YOU!). This not-to-be-missed party for a purpose directly supports the Zoo’s animals and their world-class care. Please consider showcasing samplings of one of your specialty or signature items by becoming a **Summer Safari** Restaurant Donor.

Restaurant Donors are able to showcase their food and advertise their business at Summer Safari. At each serving station, restaurants are able to provide attendees with coupons, menus, and business cards. They are also featured on our event website prior to the event. The Zoo welcomes nearly one million visitors every year, and your partnership with the Zoo is an opportunity to support the region’s most highly visited cultural attraction while highlighting your business.

In true Pittsburgh fashion, this year only we are also creating the beloved Pittsburgh tradition – **A PITTSBURGH COOKIE TABLE!**

We invite you to share in the success of leading wildlife conservation efforts here in Pittsburgh and around the world by becoming a 2023 **Summer Safari** restaurant donor. To confirm your participation at this year’s **Summer Safari**, please complete and return the enclosed Restaurant Agreement form or fill out the online form which can be found at the Zoo’s website, pittsburghzoo.org/event-summer-safari/ no later than Friday, May 26, 2023. For more information, please call 412-365-2532 or email bthomas@pittsburghzoo.org.

Sincerely,

Brittany Thomas

Brittany Thomas

Community Events Manager

**Summer Safari Restaurant Participation Form**

Pittsburgh Zoo & Aquarium

**Friday, June 9th, 2023**

**Donor Information**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name |  | | | | |
| \* As you would like to be listed on signage and in publications | | | | |
| Address1 |  | | | | |
| Address2 |  | | | | |
| City |  | State |  | Zip |  |
| Contact |  | | | | |
| Title |  | | | | |
| Phone |  | Fax |  | | |
| Email Contact & Website |  | | | | |

**Food Donation**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Please note type of food intended to be served at the event. If food item is unknown at this time, indicate **“to** **be determined” (TBD)**. A food donation of 1000-1200 individual pieces or servings is recommended. Please provide description below.  If you are interested in donating cookies to the Pittsburgh Cookie Table as well, please indicate below. | | | | | | | | | |
| Appetizers |  | Main Entrees |  | Desserts |  | TBD |  |  |
| **Description** |  | | | | | | | | |
|  | | | | | | | | | |
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**Food Preparation**

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| Allegheny County Health Department regulations and requirements for the preparation, handling, and serving of food will be enforced and practices will be monitored during this event. **The Zoo will provide information about these regulations and requirements prior to the event.** |

**Servers**

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| --- |
| Please provide sufficient servers **(maximum of four)** on the night of the event. The Zoo **will not** provide food servers or serve food provided by restaurants. |

**Promotional Items**

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| --- |
| Restaurants are welcomed to promote and advertise their establishment by decorating their assigned serving station and providing patrons with promotional materials, such as business cards or flyers. |

**Setup Requirements**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Each restaurant will be provided with **two (2) 8-foot tables and two (2) tablecloths**. | | | | | | | |
| Electrical power required | | Yes |  | No |  | 120V/15A outlets (#) |  |
| Other |  | | | | | | |

**Supplies to be provided by Summer Safari**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| The Zoo **will not** provide large utensils, such as tongs, spatulas, serving spoons, etc. | | | | | | | |
| Plates | | Yes |  | No |  | Quantity (#) |  |
| Cups | | Yes |  | No |  | Quantity (#) |  |
| Napkins | | Yes |  | No |  | Quantity (#) |  |
| Forks | | Yes |  | No |  | Quantity (#) |  |
| Spoons | | Yes |  | No |  | Quantity (#) |  |
| Knives | | Yes |  | No |  | Quantity (#) |  |
| Ice | | Yes |  | No |  | Quantity (bags) |  |
| Ice Bins | | Yes |  | No |  | Quantity (#) |  |
| On-Site Refrigeration | | Yes |  | No |  | Space (S/M/L) |  |
| On-Site Freezer | | Yes |  | No |  | Space (S/M/L) |  |
| Other |  | | | | | | |

**Special requirements or instructions**

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|  |
|  |

**Additional Information**

|  |
| --- |
| Additional logistical information about setup and serving times, drop-off location and location of serving station within the Zoo, as well as Zoo contacts for the night of the event, will be provided prior to Summer Safari. |

**Authorization**

|  |  |  |
| --- | --- | --- |
| This agreement certifies establishment participation in the Pittsburgh Zoo & Aquarium Summer Safari event, which will take place rain or shine on Friday, June 9th, 2023. I understand and agree to abide by the specifications, regulations and guidelines of the Allegheny County Health Department and the Pittsburgh Zoo & Aquarium. | | |
|  |  |  |
|
| Authorized Sponsor/Donor Representative | Date |

**Thank you for supporting Summer Safari and the Pittsburgh Zoo & Aquarium!**

Please return the completed form by mail or fax or fill out the online form no later than **Friday, May 26th, 2023** to:

**Brittany Thomas**

**Pittsburgh Zoo & Aquarium**

**One Wild Place**

**Pittsburgh, PA 15206**

**Phone: 412-365-2532 Fax: 412-665-3661**

**Email: bthomas@pittsburghzoo.org**