

*Roger Williams Park Zoo (RWPZoo)*  
**Zoobilee Restaurant Application Form**

Please complete this form and return it to us with a copy of your **Certificate of Liability Insurance** by **Wednesday, May 15, 2024**.

Business Name (as it should appear in all publications):

\_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Catering or Food Service License #: \_\_\_\_\_ Exp Date: \_\_\_\_\_

Menu item to be prepared and served:

\_\_\_\_\_

Is your item:                      Gluten Free? Yes   No                      Vegetarian? Yes   No

- Items should be sample-sized portions with ample quantity to feed 1200 guests.
- If preparing food onsite, we recommend you speak with the Dept of Health prior to Zoobilee to receive approval on transport, storage and cooking methods.
- Please be sensitive to the Zoo's mission and do not offer food selections from threatened or endangered species. Contact RWPZoo for more information.

**Serving Requirements:** Indicate serve ware needed:

Forks: \_\_\_\_\_ Spoons: \_\_\_\_\_ Plates 6": \_\_\_\_\_ Bowls 5oz: \_\_\_\_\_

Access to grease/slop-bucket required?  Yes  No

(Note: Liquids cannot be disposed of in garbage buckets or storm drains.)

Will you bring your own hand washing station?  Yes  No

(The DOH requires a hand washing station (container of warm water, soap, catch basin, towels) at each tent where food is prepared and served.)

Have you read and will you comply with all terms in the RI DOH Office of Food Protection "Temporary Food Service Requirements"  Yes  No

**Certificate of Liability Insurance (COI):** Is your Certificate Attached?  Yes  No

**COI Details:** **Insured:** Name of Participating Establishment, **Amount:** \$1M (minimum), **Description of Operations:** "Zoobilee, Roger Williams Park Zoo, June 29, 2024", **Certificate Holder:** "Rhode Island Zoological Society and The City of Providence, 1000 Elmwood Ave, Providence, RI 02907" (See sample provided)

**Equipment Requirements:**

**Electrical Power:** Total number of outlets needed: \_\_\_\_\_

Please complete for each piece of equipment requiring power. The Zoo may not be able to accommodate equipment if information is not provided in advance. (Use separate page if needed.)

Description (warmer, fryer, lights, etc.): \_\_\_\_\_

Manufacturer and Model #: \_\_\_\_\_

**Voltage/Amperage Requirements** of equipment: \_\_\_\_\_

Are you using a **220 plug**?  Yes  No If yes, include a picture of the plug.

Note: If you are bringing your own extension cords, all cords must have a ground.

**Grill:** Are you using a Grill?  Yes  No (if yes, you are required to bring a fire extinguisher)

**Equipment Rentals:** Are you having rental equipment delivered to the Zoo?  Yes  No

If yes, what type? \_\_\_\_\_ Rental company name: \_\_\_\_\_

**Promotional Materials:** List decorations and promotional materials you will bring:

\_\_\_\_\_

**Restaurant Staffing**

Provide the names of up to 6 individuals (**must be 21 years of age and over**) working Zoobilee.

This information is required by June 14, 2024, and can be submitted at a later date, if necessary.

1. Primary Contact: \_\_\_\_\_ Primary Cell #: \_\_\_\_\_

2. \_\_\_\_\_ 5. \_\_\_\_\_

3. \_\_\_\_\_ 6. \_\_\_\_\_

4. \_\_\_\_\_

**Wine & Beer Bazaar / Auction Donation**

If you are interested in further promoting your business, we welcome donations (gift certificates of \$25.00 - \$100.00 value) to our wine & beer bazaar. A Zoobilee team member will contact you about your donation. Thank you!

Item to be donated: \_\_\_\_\_

**Acceptance of Zoobilee Terms & Conditions**

All terms and conditions of Zoobilee restaurant participation are outlined in our Zoobilee Restaurant Handbook found at <https://bit.ly/ZB2024Handbook> **Your signature below certifies that you have read and accept the terms and conditions of this handbook.**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature (or type name to evidence signature): \_\_\_\_\_

Return forms to Rhode Island Zoological Society: email: JLFoster2842@gmail.com, fax: (401) 941-3988, or mail: Zoobilee, 1000 Elmwood Avenue Providence, RI 02907.