



THE **Mane** EVENT AT THE ERIE ZOO

GRAZING STATION PACKET

THE MANE EVENT: A NIGHT IN MONTE CARLO
SATURDAY, JUNE 27TH, 2026
7PM-11PM

***COMMITMENT
DUE MAY 18TH**

CONTACT: HALI HARTLEY
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(814) 864.4091 EXT 1116

Hello Zoo Supporters!

Your Erie Zoo is excited to bring ***The Mane Event*** back for another spectacular evening. We invite you to be a part of this unforgettable night by becoming a Grazing Station at the event on Saturday, June 27th, from 7-11pm.

As a Grazing Station, your establishment will have the exciting opportunity to showcase a sample of a dish to 1,200 guests while supporting the Erie Zoo's mission of fostering appreciation of nature through memorable experiences and meaningful action. This unique event will feature live entertainment, a one-of-a-kind Silent Auction, thrilling animal encounters, and a breathtaking backdrop of hand-crafted lanterns from our Glow Wild Chinese Lantern Festival, creating an extraordinary experience for all attendees.

So, what does this have to do with you & your business? The Mane Event is made possible by the support of local restaurants that we refer to as ***Grazing Stations***. We are inviting you and your business to participate in this year's ***The Mane Event: A Night in Monte Carlo*** as one of our 20 stations! We ask your restaurant to donate food samples for the event, where you can set up, serve, and engage with attendees. You will be recognized across all event marketing, including signage on the grounds, event print materials, our website, and social media.

We truly value your support and recognize that donating significant time and resources can be challenging. To express our gratitude, we would like to offer each Grazing Station \$250 in financial compensation, along with two complimentary tickets to the Mane Event: A Night in Monte Carlo, and 20 complimentary general zoo day admission tickets. You are more than welcome to donate your product instead of receiving financial compensation, if you choose. We will happily provide a tax-exempt letter acknowledging your generous contribution, regardless of your choice.

We hope you will join us for this important fundraiser for your nonprofit zoo. Enclosed is more information about The Mane Event: A Night in Monte Carlo Grazing Stations, along with details on the benefits of participating and a participation agreement. If you would like to be a part of this unforgettable night, ***please return the completed agreement by Monday, May 18th, by 5pm***. Additionally, if you plan to sign up, please also complete the ***Temporary Food Establishment Event License online through the Health Department's OpenGov website***. ***The Erie Zoo will pay for the temporary licensing if it is completed by Thursday, June 18th***. We also ask that all participating grazing stations provide the Erie Zoo with a Copy of Insurance (COI) with the Erie Zoo listed as an additional insured.

Before the event, we will choose a couple of meeting options where you will get more day-of-event details, meet with the health department, and ask any questions you may have. We are thrilled to invite you to participate in this event and look forward to a great evening! Please do not hesitate to reach out with any questions. You can reach me via email at hhartley@eriezoo.org or by phone at 814.864.4091, extension 1116.

Best regards,

Hali Hartley

Lead Manager of Public Relations, Marketing, & Events

Erie Zoo



GRAZING STATION BENEFITS

To thank you for serving & supplying 1,200 samples representing your restaurant, the following benefits will be provided to you:

- *\$250 FINANCIAL COMPENSATION**
- *ONE 8-FOOT SERVING TABLE & ONE PREP TABLE.**
- *A 10X10 COVERED AREA WITH HAND WASHING STATION. IN SOME CASES A TENTED BOOTH WILL BE PROVIDED.**
- *BOOTH LIGHTING**
- *PAPER PRODUCTS & ICE FOR THE EVENT UPON ORDER**
- *RECOGNITION ON EVENT SIGNAGE**
- *RECOGNITION IN THE EVENT PROGRAM**
- *TWO COMPLIMENTARY EVENT TICKETS**
- *20 COMPLIMENTARY ERIE ZOO DAY ADMISSION TICKETS.**
- *OPPORTUNITY TO ADVERTISE TO EVENT GUESTS THROUGH BOOTH DECORATION & SIGNAGE**

FORMS DUE MAY 18TH!



COMMITMENT FORM

DUE BY: MONDAY, MAY 18TH

Restaurant Name : _____

Contact Name: _____

Address: _____ City, State, Zip: _____

Phone #: _____ Email: _____

We will be serving 1,200 sample portions of:

_____ Appetizer _____ Entrée _____ Dessert

Name of item(s) to be listed in the event program: _____

Estimated value of donation: \$ _____

Please note the Zoo does not permit: balloons, straws, or lids for the safety of the animals. Alcohol is not to be brought in or given away by participating restaurants unless pre-approved by the Erie Zoo. Every member of **your staff must be 21 years or older to work your booth** at this event. Please contact Hali Hartley at hhartley@eriezoo.org or (814) 864-4091 x1116 if you have any questions regarding what is permitted.

Participating vendors are responsible for cooling or heating units needed to prepare & serve your products. Vendors are responsible for set up and tear down of your station the day of the event.

If you need access to power outlets, how many are needed?: _____

Supply needs (supplies will come in a quantity of 1,300 - please indicate if you need more):

**Provided by the Erie Zoo*

Forks _____ Spoons _____ Napkins _____ 6" plates _____ 6 oz bowls _____

Pounds of ice needed (if none, please write "0"): _____

A meeting for Grazing Stations will be scheduled one week prior to the event to go over event protocol, set up, tear down, distribute tickets, etc. One representative from your restaurant is required to attend. There will be two times to choose from. The dates will be emailed to you - please contact Hali with any questions.

Signature: _____ Date: _____

Please return to Hali Hartley: Erie Zoo, 423 W 38th St, Erie, PA 16508
hhartley@eriezoo.org / Phone: (814) 864-4091 EXT 1116