## Jolie's Team Schedule for VOLUNTEERS!

Please email me: Jolie@HRFCC.org, or Vpadilla@HRFCC.org

OR Text (813) 407-6866 or (813) 407-7191 to request the schedule & duties.

**Hispanic Heritage Month Festival!** 

Kissimmee/Orlando: 2<sup>nd</sup> Annual FORD Taste of Latino Festival, Sunday, Oct 8<sup>th</sup>, 2023 at Osceola County YMCA in Kissimmee, Florida

Time: 12NOON – 5:00 PM. www.TasteofLatino.com

2 Shifts: 8am - 1pm or 1:pm-6pm. Check-In is in front of the Osceola County YMCA

From 8:00am – 1:00pm: Mostly Vendor and sponsor check-in and arranging. At 8:30am, we will start working on the set-up of VIP/Judging area.

Shadow Promoters: (1) Jolie; (2) Victor

Registration area set up

Vendor Check-in

Vendor Set up Assistant

Vendor Runner (Vendor space locator – Map)

VIP/Celebrity Judging Area set up: Tables, Chairs, Tents, Table Covers, Sponsor Banners (map will be provided)

VIP/Celebrity Judging set up: Plates, Napkins, Décor, Drinks, Ice, Coolers, Bananas (Guide to Bins will be provided)

VIP/Celebrity Judging Packages: Put Together (Clipboards, Judging Packet and pen)

Photos of sponsor banners, judges checking in (Step and Repeat area)

Photos of general CSS area

## 10:30 AM - 2:30 PM

Photography of Taste of Latino Lideres Awards

Photography of VIP area and contest entries

Photos of sponsor banners, judges checking in (Step and Repeat area)

Check-in VIP/Celebrity Judges: Give them Judging Package: Apron, Clipboard, Pen, water, etc

**Check-in Contest Entries** 

Prepare CONTEST ENTRIES with Prep Team — and Assign category and numbering system to the contest entries in different categories

Serve Contest Entries to the VIP Judges

Check-in VIP/Celebrity Judges: Seating Judges and serving of samples

Pick up garbage from VIP area Floors, and the general CSS area

## 2:30 PM - 6:30 PM

Preparing for awards ceremony.

4pm: Start to breakdown of VIP/Celebrity Judging Area. Tables, Chairs, Tents, Table Covers, Sponsor Banners

4pm: Start breakdown of VIP/Celebrity area: Plates, Napkins, Décor, Drinks, Ice, Coolers, Bananas: Close at (4pm)

4pm: Pick up garbage from VIP area Floors.

5pm: Cleanup of area: Biggest Cuban Sandwich Making Area: Tables, Tents, Table Covers and Sponsor banners

Photos of sandwich makers checking in (Step and Repeat area)

Photos of general CSS area

Photography of Taste of Latino Lideres Awards

Send Pictures to Jolie via Facebook or what's app or email: Jolie@LatinTimesMedia.com

Post event pictures of area: Hashtags: #ConnfectFord #TasteofLatino #empanadas #Hrfcc #CentennialPark #CubanSandwich #LatinoLideres