January 30, 2015

Dear Chefs,

Plans are under way for The University Foundation’s fourteenth annual Food For Thought event on Saturday, April 11, 2015. Whether you are a new or returning chef, we are hoping that you will be able to participate in this festive fundraiser. Food, beverages, entertainment, and a silent auction will reign from 6:00 to 9:00 PM with you, our chefs, as the main attraction.

As UW-Marshfield/Wood County celebrates its 50th Anniversary this year we'll commemorate the 60’s with Beatles cover band “The Britins” as our featured entertainment. Our chefs, however, are always the highlight of the evening and we look forward to your wonderful taste sensations as part of our celebration!

We are asking that each chef prepare one food item that can be served in 250-300 small Tapas size portions. Examples of some of the foods prepared at our past Food For Thought events are: gumbo, Thai lilies, olive tapenade, red chili pork posole, and a variety of amazing desserts. We do have some restrictions on alcoholic beverages due to student participation.

We would like to have 30 tables of food samplings for our attendees. Please note that we will accept up to four chefs per table, i.e. two couples, four friends. The Fine Arts Building has limited cooking facilities so we ask chefs to provide their own warming trays, chafing dishes, roasters, crock pots, grills and any other such equipment as needed. We will provide a table, electricity, tablecloths and serving items (plates, napkins, silverware). We will try to place chefs in areas to suit individual needs, such as near a door for grilling.

We need program information confirmed by March 1. To adequately acknowledge your participation in Food For Thought, we ask you to complete the enclosed form and return it to us via email or snail mail to the address below. If you are unable to participate this year, please let me know so that I don’t keep nagging you. Detailed information will be sent to those able to be chefs this year, but please call or e-mail if you have any questions.

Be sure to save all the shopping receipts to use as a tax-deductible donation. Because of your generous donation of food, time and talent, chefs will not be asked to purchase an admission ticket. (Should you wish to make a monetary donation it will, of course, be gladly accepted.)

The proceeds of our annual event have been earmarked for scholarships and professional development for faculty and staff. Your participation will enable us to provide even more funds for the needs of our campus.

Thank you for your help in making the Food For Thought event a success. The culinary delights, music and entertainment will make it a fun evening for all.

Sincerely,

Roxie

Roxie Wetterau
Executive Director
715-384-1703
roxanne.wetterau@uwc.edu
FOOD FOR THOUGHT – Saturday, April 11, 2015

___ We will be able to participate as a chef this year.

___ Check here if unable to participate as a chef this year

   _____ Please leave us on the chefs’ list for a future date
   _____ Please remove us from your list of chefs

Main contact chef’s name: ____________________________________________________________

Phone number: _______________________________ Email: _______________________________

Mailing address: _________________________________________________________________

Please list all chefs’ names at your table: ___________________________________________

Chefs’ Phone number(s): ___________________________________________________________

Chefs’ Email(s): _________________________________________________________________

Food Item name: First Choice: _______________________________________________________

   Second Choice: _________________________________________________________________

Please check:  ___ Appetizer  ___ Entrée  ___ Dessert  ___ Specialty Item

Food preparation needs:

Please check:  ___ Electrical outlets  ___ Access to kitchen  ___ Access to outside for grills

Will food be served at room temperature?  ___Yes  ___No (We encourage food served at room temperature.)

What is needed for service? (We will provide) Please check items needed:

___ Toothpicks  ___ Forks  ___ Spoons  ___ Napkins

___ Plates  ___ Cups  ___ Bowls

Other _____________________________________________________________________________

Beige tablecloths will be provided for your serving table. If you choose, please bring items to
decorate your table.

You (chefs) will provide:  ___ Warming trays  ___ Roasters  ___ Crockpots

Other _____________________________________________________________________________

Please list the name, phone number and email of anyone you know who might like to be a chef for
Food for Thought: _________________________________________________________________

Please return this form by **March 1, 2015** to:
University Foundation, 2000 W. 5th Street, Marshfield, WI 54449
or via email to: roxanne.wetterau@uwc.edu