



SAVE THE DATE!

2016 Kick-Off Event

Thursday, June 23

UL Student Union
Atchafalaya Ballroom
5:30 p.m. - 7:30 p.m.

Kick-Off Event Checklist

If you have any questions about this event or the campaign, please do not hesitate to give us a call at 337-235-2924 ext. 12 or email us at amber@calzone.com.

- Email your food item you will be serving to amber@calzone.com
- Email a list of the paper/plastic goods you need to amber@calzone.com
- Email amber@calzone.com to specify if you want your event tickets mailed to you or if you want to pick up (maximum of 4 tickets)
- Email amber@calzone.com if you need electricity
- Promote on your own Facebook pages for the event – feel free to hold a giveaway for your customers
- Prep enough bite-sized portions for at least 200 (may want to make more portions)
- Set up starts at noon, must be completed by 5 p.m.

No open flames or candles. Sterno permitted.