



## 2014 FARM-TO-CHEF WEEK

*Sample and savor the state's local flavor*

**September 14-20, 2014**

# GUIDELINES PLEASE READ CAREFULLY

### ELIGIBILITY

Participation is open to Connecticut restaurants, institutions, schools, wineries, farmers' markets, farms, and other Connecticut businesses that are licensed/permitted to serve prepared food to the public.

### PARTICIPATION FEES

- **\$25 per location** for those who register by **July 31, 2014**
- **\$50 per location** for those who register **August 1-24, 2014**

### REQUIREMENTS

- A Farm-to-Chef menu consisting of **at least four items** must be offered September 14-20, 2014, during the participating business's normal hours of operation.
- **At least one Connecticut Grown ingredient** must be showcased in **each item** on the Farm-to-Chef menu.
- Connecticut **farms** from which ingredients are sourced **must be listed** on the Farm-to-chef menu **and promoted** in some additional way, such as through farmer talks/presentations.

### ADDITIONAL RECOMMENDATIONS

- Farm-to-Chef menus should include a wide variety of Connecticut Grown ingredients, including proteins, cheese, milk, honey, maple syrup, fruits, and vegetables. Participants that normally serve alcohol are strongly encouraged to offer one or more Connecticut farm wines.
- Pricing of the Farm-to-Chef menu should fall within the normal range for each participating business.

### REGISTRATION DEADLINE

- Registration forms and participation fees are **due by August 24, 2014**. Registration forms will not be accepted under any circumstances after August 24, 2014.

### SOURCING FARMS AND PROMOTION INFORMATION DEADLINE

- A list of sourcing farms, grouped by category (proteins, dairy, fruits, vegetables, wines, etc) must be submitted by **September 7, 2014**. Details of farm promotions will be promoted must be submitted at the same time.
- A link to the web page on which your Farm-to-Chef Week menu will be posted must be also be submitted by **September 7, 2014**. The actual menu must be posted on that page by 12:01 a.m. on **September 14, 2014**.
- Information will be compiled/published by the Connecticut Department of Agriculture for media and diner use.

### REPORTING DEADLINE

- The total dollar amount of Connecticut Grown products used and the number of Farm-to-Chef meals served during Farm-to-Chef Week must be reported by **September 30, 2014**.
- Information will be compiled by Connecticut Department of Agriculture into aggregate totals that will not include individual participants' names.

*The Connecticut Farm-to-Chef Program helps connect producers and distributors of Connecticut Grown ingredients with chefs and other foodservice professionals. It also helps the public locate restaurants and other dining venues that serve Connecticut Grown foods. Please visit [www.CTGrown.gov](http://www.CTGrown.gov) and click on "Programs and Services" for more information.*



CONNECTICUT DEPARTMENT OF AGRICULTURE

860-713-2558

165 Capitol Avenue, Hartford, CT 06106

[www.CTGrown.gov](http://www.CTGrown.gov)





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# REGISTRATION FORM

**Please use a separate form for each participating location**

Company Name: \_\_\_\_\_

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

*(please list the physical address of the Farm-to-Chef dining location)*

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

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

Website: \_\_\_\_\_

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

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

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

I have read and understand the 2014 Farm-to-Chef Week guidelines. I agree to abide by the following:

- All menu requirements
- Listing sourcing farms on the menu and additional promotion of sourcing farms
- Submission of Farm-to-Chef Week menu page link and sourcing farms/promotion information by 9/7/14
- Posting of Farm-to-Chef Week menu on specified web page by 12:01 a.m. on 9/14/14
- Reporting by 9/30/14 of the amount of CT Grown used and number of Farm-to-Chef meals served

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Return this form and a check payable to the **Connecticut Department of Agriculture, SID 35450**  
(\$25 if registering by 7/31/14; \$50 if registering between 8/1/14 and 8/24/14) to

**CT Farm-to-Chef Week Registration**  
**Connecticut Department of Agriculture**  
**165 Capitol Avenue, Room G21**  
**Hartford, CT 06106**

*Registration fees are non-refundable.*

