Greetings MSU Student Organizations!

It is that time of year again; the annual International Food Bazaar will be here before we know it! The 2018 Food Bazaar will be on Saturday, February 3rd, from 4:00 to 7:00 pm. We look forward to having your group showcase food from your home country or a country of your choice to the Montana State University and Bozeman communities. Please read below for important dates and details regarding this year’s event.

Important Dates

Tuesday, November 14th 6:00-7:30 pm, JABS Hall 311 - Welcome and Informational Meeting. Drop by to ask questions and start preparing to sign your group up!

Friday, December 22nd - Deadline to sign up your group (see reverse for necessary items)

Friday, January 12th - Deadline to turn in recipe/menu items with pricing and shopping list

Wednesday, January 24th - Mandatory pre-event meeting to review final details

January 29th, 30th, and 31st - Ingredient shopping

February 1st, 2nd, and 3rd - Food preparation and cooking

February 3rd - 35th Annual International Food Bazaar!
Details

- In order to participate and raise funds, your group must be a registered student organization with the Office of Student Engagement. Your organization needs to have a bank account and submit a W-9 form to the Office of International Programs when you sign up. This form ensures that we will be able to pay your group for the profits you earn at the Food Bazaar.
  - If you are a group that is NOT a registered student organization with a bank account you are still welcome to participate, but your group with NOT be able to receive the profits earned.

- Recipes and shopping lists need to be submitted by the first Friday of the spring semester, January 12th. We will be printing programs for the event that list all food options with pricing for each group. After submitting this recipe your group will need to meet with Rick Schneider, head chef in the SUB Union Market kitchens. You and Rick will review your recipe and cooking plan to make sure you are prepared for the week of the event. We will be offering drop in times in the evening in January for groups to meet with Rick.

- Shopping will occur on January 29th, 30th, and 31st. The Office of International Programs will be paying for all ingredients, but the total cost of your group's ingredients will be deducted from your earnings. Your group will be paid the profits from your earnings. Members from your group will need to come to the shopping times to pick out what your group needs. Items will then be transported to the Union Market kitchens where they will be stored in a food locker.

- Cooking will occur on the evenings of February 1st and 2nd as well as the morning of February 3rd. You will be preparing approximately 500 servings of your food so you will need to plan to cook on multiple days. We will have sign-ups for cooking times to ensure that the kitchen does not become over crowded.

- Each group will have a booth in the SUB ballrooms from which they will sell and serve their food. We encourage groups to decorate their booths to reflect their country. Decoration expenses should be covered by student organization funds and will not be purchased by the Office of International Programs.

- Attendees to the International Food Bazaar will pay a small admission fee to enter the ballrooms. They will then purchase food tickets, valued at $1 each. With these tickets they can “purchase” your food items which will be sold for a range of 1 to 5 tickets ($1 to $5). The tickets will collected at your booth and counted at the conclusion of the event to determine group earnings.

- Entertainment performances will occur in the Union Market seating area. Past performances have included dancing, drum circles, and musical acts. If you are interested in performing please let us know!

- Not part of a group but still want to get involved? No problem! Many booths are in need of volunteers to assist with cooking, decorating, and serving during the event. Email international@montana.edu if you are interested in getting involved and we will help!

Questions? Ready to sign up?
Email international@montana.edu