

**TOTTENHAM SOCIAL APPLICANT INFO PACK**

**Tottenham Social has been running since June 2015. We open up our kitchen to different street food traders to cook their food in the evenings at Craving Coffee.**

We are inviting street food traders to pop up in our kitchen on a Thursday, Friday and Saturday night in 2017.

If you would like to take part, please read the information below and then [fill in the online application form.](https://www.surveymonkey.co.uk/r/NYV7GVJ)

**Who are we looking for?**

We welcome London based Street Food Traders who:

* Cook amazing food they are passionate about with an appealing evening menu.
* Have excellent service and rapport with customers.
* Actively promote what they do and have the ability to pull a crowd.
* Are very professional and great people to work with our team.

We can offer:

* A free pitch in our kitchen to serve food for 3 consecutive nights.
* Promotion through our network including our social media, website, mailing list, PR contacts plus flyers designed in-house displayed in our café, on our cart and distributed in the local area.
* Table bookings managed and hosted by our trained staff.

**How does it work?**

Your pop up will run from a Thursday to a Saturday. Each night runs from 5-11pm, with food service at 6-10pm. Traders are expected to arrive at 4.30pm to start setting up for 6pm sharp.

You can use equipment in our kitchen or bring your own. We have a cooker with 4 induction hobs, an oven & a grill. There are 3 x 13amp power points available in the kitchen for any equipment you want to bring with you.

You need to bring your own:

* cooking utensils i.e. knives, pots & pans (compatible with induction hobs), tongs, scraper etc.
* disposables to serve customers i.e. plates, cutlery, napkins etc.
* cleaning products i.e. antibac spray, blue roll etc.

The number of covers in a night varies from around 25 – 60+, depending on natural fluctuations however we will do our best to inform you of expected covers for each night.

**Taking Payments and Running the Floor**

You will be responsible to take your own orders & payments, run your own food and clear your own plates from tables. While the Craving bar staff will give you a hand if it gets busy, they are there to run the bar, so you will need to ensure you have enough staff to manage your operations.

**Food & Drink Swap**

We offer complimentary coffee & tea, plus 2 drinks for each of your staff (draught beer, glass of house wine or bottle of soft drink) in exchange for feeding our bar staff & managers (5-6 staff)

**Other Important Details**

* The invitation is for food sales only. All drinks sales must be done by our bar.
* Your menu needs to include a few starters or sides, 2-3 mains and at least one veggie option. You may also include a desert.
* All bookings and seating plans will be arranged by Craving Coffee.
* At the end of each night you must clean down the kitchen to how you found it, as it needs to be ready for our morning service.
* If you break any of our equipment, you will be expected to replace it.
* We highly recommend that you are able to take card payments.

**Eligibility**

You should already be trading and be able to produce the following documents:

* Public Liability Insurance
* Food Hygiene Certificate
* Food Business Registration
* HAACP
* PAT Testing Certificate
* Hi resolution (300dpi) logo and photos of your menu items

You be active online in promoting your brand and the night and have the following:

* Website
* Twitter
* Facebook Page
* Instagram

We look forward to [hearing from you!](https://www.surveymonkey.co.uk/r/NYV7GVJ)

Love the Craving Team x