



RETAIL MINI FOOD SHOW hosted by Sysco Bahamas Thursday 2nd March 2023

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SHOW INFORMATION FOR SUPPLIERS

PLEASE COMPLETE THE REGISTRATION if you have not done so already at SyscoEvents.com

SAMPLES & PRODUCT SHOULD BE RECEIVED at SYSCO IFG by Monday 6th February 2023

BOOTH FEE: \$600 - no half booths

★ If you need to pull product from inventory, please send your list as soon as possible so we can ensure product is available.

REGISTRATION

You will receive a registration email from SyscoEvents.com. All of the information in this email is posted online on our micro-site here: <https://www.syscoevents.com/suppliers/supplier-sysco-bahamas-retail-mini-show>

Book your culinary assistance, electric outlet, ice boat and other requests using this form:
<https://www.syscoevents.com/sites/sysco-bahamas-retail-mini-show/survey/show-details-form>

PAYMENT OPTIONS:

- ★ Pay online using our secure payment portal
- ★ Mail a cheque to IFG
- ★ Deduct from invoice | billback

OPTIONAL FEES:

- ★ \$150 Culinary Assistant
- ★ \$200 per Electrical Outlet (20 amps)
- ★ \$100 Ice Boat

All fees will be billed to participating supplier. We are unable to bill brokers for Food Show related fees and expenses. Any participation fee not paid by the due date will be automatically deducted from the supplier's account. All billbacks are based on orders placed by Sysco International Food Group (IFG) and/or Sysco Bahamas Food Services between 1st February 2022 and 30th June 2023.

ALL COMMITMENTS ARE FINAL

SET-UP & SHOW DAY INFORMATION

SET-UP is Wednesday, 1st March 2023 from 3-6 PM
SHOW DAY is Thursday 2nd March 2023 from 10AM-4PM

- ☆ Access to the room is available by 6AM on the day of the show
- ☆ Staff walk-thru at 9AM
- ☆ Doors open to guests at 10AM
- ☆ Show officially ends at 4PM
- ☆ Breakdown at 4:15PM

HOTEL & TRAVEL

You will be emailed a list of available corporate rates at the Grand Hyatt and nearby hotels.

- ☆ Your contact for hotel booking is ELROY WEISE eweise@bahamafood.com

Email Elroy for booking, requests and any questions regarding hotel stays in The Bahamas. When booking, include the full first and last name of the persons in the rooms, check-in and check-out dates and any other particulars.

You will be flying into Lynden Pindling International Airport (NAS), formerly known as Nassau International Airport. NAS is the largest airport in the Bahamas and is located in Nassau, New Providence, Bahamas. A valid passport is required for travel to The Bahamas.

As of 20 September 2022, the COVID-19 testing requirement for entering The Bahamas has been eliminated. All travellers, regardless of vaccination status, are no longer required to submit to pre-travel COVID-19 testing to enter the country. COVID-19 testing is no longer required for persons travelling inter-island (domestic) within The Bahamas, regardless of COVID-19 vaccination status (unvaccinated or fully vaccinated).

[Visit Bahamas.com](https://www.bahamas.com) for the latest information on travelling to The Bahamas

CULINARY INFORMATION

Samples of cooked food are important at any food show. Chef Jamal Small is our Corporate Chef at Sysco Bahamas and will be your contact for all things Culinary and related to the Kitchen.

- ☆ Your CULINARY CONTACT is Chef Jamal Small
jsmall@bahamafood.com | (242) 806-2076



BOOTHS & SET-UP

Your booth includes 2 6-ft tables and a wastebasket. Extra tables are available upon request. The theme is RETAIL and we invite you to showcase your brand by decorating your booth to look professional, attractive and inviting to our esteemed customers.

Booths will be assigned by Sysco Bahamas Food Services. Your booth must be cleaned before you leave at the end of the show. All boxes and trash must be removed prior to leaving the premises.

There should be no frying or cooking in the booths. Culinary assistance is available and you must make arrangements prior to the show to use the kitchen.

Each 20-amp electrical outlet will cost \$200. The outlet has to be installed ahead of time so please book the outlet when you complete [the form](#). Only one electrical item can be plugged into the outlet. Please indicate in the notes how many you will need.



SAMPLES & PRODUCTS

All Samples and Supplies should be sent to Sysco International Food Group to arrive by 6 February 2023. Each box that you send should be labelled with the completed template sent to the attention of Joseph Brown.

☆ Your SHIPPING CONTACT is Joseph Brown jbrown@ifoodgroup.com

HOW TO SEND YOUR PRODUCT

You will ship your products to Sysco International Food Group (IFG) who will then ship the products to The Bahamas. Supplies that have to be returned will take approximately 6 weeks. Please plan accordingly.

- ☆ Send an email to crussell@bahamafood.com with a list of your items
- ☆ You will be sent a label template to complete and print
- ☆ Label each box with the completed placard
- ☆ Email the shipping contacts below with the particulars of your shipment

ATTENTION: Joseph Brown
Parts & Supplies Coordinator
Sysco International Food Group
3100 Hilton Street, 32209

IT IS IMPORTANT THAT IFG KNOWS THESE ARE SPECIAL FOOD SHOW SAMPLE PRODUCTS.

If you are sending samples with another shipment, PLEASE ENSURE THAT THE ITEMS ARE NOT PART OF THE PALLET of regular goods. The show samples need to either be wrapped separately or put on a pallet on top of a pallet, and CLEARLY MARKED with the placard label.

DOOR PRIZES

We invite you to add some excitement to the day by providing a Door Prize. We have a host visiting all the booths during the day for interviews and crowd appeal. If you offer a door prize or other giveaways, the host will highlight your booth. We will be doing the drawing during the day and will award the Prize at your booth.

Join the fun by sending in these prize items along with your products and supplies before the show.

MEET OUR SALES TEAM

Staff is scheduled for a 9AM walk-thru prior to the show.

NOTES

Questions? Email crussell@bahamafood.com

- ☆ No allowances are required or offered
- ☆ No supplier dinner
- ☆ No morning meeting on day of show
- ☆ 9AM walk-thru with staff
- ☆ Set-up 3-6PM day prior
- ☆ No theme but décor requested

CONTACTS



(242) 361-2000 - Sysco BFS main telephone

All cell phone numbers below use [WhatsApp](#) as the primary messaging and call app.

CULINARY, PRODUCTS & KITCHEN Chef Jamal Small jsmall@bahamafood.com | (242) 806-2076

HOTEL BOOKING Elroy Weise eweise@bahamafood.com | (242) 826-2066

SHIPPING SAMPLES Sysco IFG Joseph Brown jbrown@ifoodgroup.com + Harcourt Nixon hnixon@bahamafood.com

SALES TEAM

Business Resources Specialists

Bill Casale - Beverage & Meats wcasale@bahamafood.com

Caroline Russell - Marketing crussell@bahamafood.com

Brittney Bullard – Sysco Brands Specialist bbullard@bahamafood.com

Harcourt Nixon - Chemicals + Smallware & Equipment Specialist hnixon@bahamafood.com

Chef Jamal Small – Corporate Chef jsmall@bahamafood.com

Executive Team

Tiffani Evans Roderick - VP of Merchandising & Marketing tevens@bahamafood.com

Richard Flint - VP of Sales rflint@bahamafood.com | (242) 424-2079

Roslyn Miller - Director of Business Resources rmiller@bahamafood.com | (242) 457-1703

GOOD FAITH STATEMENT

This agreement evidences the good faith obligation of Sysco Bahamas. To undertake marketing and promotional efforts and activities (the "Marketing Activities") in order to sell Supplier's products. To the extent this agreement lists specific activities or events in connection with the Marketing Activities, Sysco Bahamas in its sole discretion may add additional activities, or increase, decrease, alter or eliminate enumerated activities, and no funds provided by Supplier under this agreement are earmarked for, or required to be expended in connection with, any particular activities. Sysco Bahamas is solely responsible for the payment of all costs and expenses associated with all "Marketing Activities."