

**Hourly Event Schedule for Outstanding in the Field x LA FOOD BOWL on
Manhattan Beach Pier, May 24, 2018**

- 10AM
 - Outstanding in the Field staff arrives on site
 - Rentals delivered to pier (plastic/reusable glassware, linens, silverware, plateware, cooking equipment, etc.)
 - Portable restrooms delivered to pier
- 10AM-3PM : Event Set-Up
 - Table set up on pier, dressed and set.
 - Kitchen set up in adjacent parking lot
 - Service station set up in adjacent parking lot
 - Reception area set up near aquarium, roped/fenced off
- Noon
 - Kitchen crews arrive, unload equipment and food to kitchen area, prep for event
- 3PM
 - Everything is ready to go for event
 - Security guards arrive
- 4PM
 - Guests arrive
- 4-5PM
 - Reception on the pier in roped off area near aquarium. Beer, wine and passed appetizers.
- 5PM
 - Welcome speeches and speeches by local fishermen regarding the sustainable fishing industry in the Manhattan Beach area
- 6PM
 - Guests sit at the long table for dinner
- 9PM
 - Dinner ends and guests exit the pier
- 9PM-10:30PM
 - Event Breakdown: Rentals are broken down and stacked neatly in the parking lot where the kitchen was set up, OITF trailers pull around and load equipment, trash/recycling is loaded into trucks and taken away
- 10PM
 - Security guards vacate
- 1030PM
 - Rentals and portable restrooms are picked up
 - OITF crew vacates