## Starbucks coffee for WRNC symposium

The particular "Starbucks" that has supported us for the past three symposiums (2015-2017) is very close to NCSU-CVM and is located at 3800 Lake Boone Trail, Raleigh, NC 27607, which is halfway between the current hotel (Hampton Inn) and the vet school; Phone # is 919-781-6211. Talk to assistant manager on duty. In 2017 this was Emily, for two years prior it was Stephanie. This store apparently donates routinely to a variety of civic organizations.

## Timeline:

December prior to the symposium (6-8 weeks in advance) – call and ask for the donation

- 2 Cambros of "regular" coffee for Saturday
- 1 Cambro of "regular" coffee for Sunday
- They typically include supplies such as cups, napkins, stir sticks, sugar, creamer
- We have gotten some "decaf" for the last two symposiums but had to throw out most of it at the end of the day, so I don't think it is worth getting any decaf from now on.

The week of the symposium - call store on Monday to confirm the donation and times for pick-up on both days

## During the symposium

- Pickup is usually 7:00-7:30 am (they open at 5 am). Full Cambro's are fairly heavy. It is easiest to deliver them to the loading dock at the vet school and roll them in on a cart.
- Need one table and a small trash can to set up in vendor area
- Plan on regular cleanup and restocking of supplies throughout both days
- Drop off empty Cambros anytime Saturday afternoon/evening and Sunday after the symposium