



**2016 Food Vendor
Rules of Participation**
July 15, 16 & 17
Friday/Saturday 10am to 10pm
Sunday 12pm to 5pm



Please keep a copy of this document for your records

Your completed application, signed rules of participation, payment, photographs, proof of insurance, current health and tax licenses and current menu must be postmarked no later than **April 15, 2016**. If space remains after deadline, applicants may still be considered. Notification of acceptance will be on or before April 30, 2016. No refunds after May 1, 2016.

EXHIBITOR ADMISSION

Exhibition space is limited. Booth assignments will be made at the sole discretion of the Greater Farmington Founders Festival, so as to control the diversity of food available at the festival. Farmington Founders Festival reserves the right to refuse any application for any reason. Submission of an application does not guarantee acceptance into the event.

BOOTH INFORMATION

All exhibits must be contained within the booth space. Spaces may not be shared. The use of an assigned space is restricted to the food vendor to which it is assigned. All participants must be open and selling during the festival hours. Failure to comply may result in expulsion from the event and forfeiture of all fees.

PAYMENT INFORMATION

Booth fees are assessed as follows:

10x10 or smaller flat fee @ \$500

Linear feet @ \$35 per linear foot

Electric: your space includes one 20 amp circuit.

Vendor must provide a minimum of 150' of electrical cord and a minimum of 150' food grade water hose (if they are hooking up to water).

Additional electrical

\$200 per 220 volt or \$125 per 110 volt

******Multiple space rentals available**

******TRAILER OR TENT AND SIGNAGE IS TO BE FURNISHED BY THE VENDOR**

Please make checks payable to: **Greater Farmington Area Chamber of Commerce**. American Express, Discover, Mastercard and Visa are also accepted.

Additional electricity is available upon request at a charge of \$125.00 per 20 amp circuit. Available power is limited and requests will be honored on a first come/first serve basis. Unscheduled additions to electric service provided during the event hours will be assessed at \$200.00 per additional 20 amp circuit. Failure to request correct amount may result in forfeiture of vending privileges. We encourage propane cooking equipment, but please note **all tanks must be secured according to fire regulations**.

RETURNED CHECKS

A fee of \$50.00 will be charged for returned checks. Repayment may only be made by money order or certified check.

CARE OF AREA

All entrants to the festival agree to keep their area clean and sanitary during the term of the festival and to restore the area to a thoroughly clean condition immediately upon completion of their participation in the

festival. All vendors having any throwaway materials and/or food must provide a trash container with plastic trash bags to be placed in a highly visible manner at their concession for use by the public.

- **All bags will be sealed and placed in a designated area at the close of each day's operation.**
- **Grease must be removed by the vendor.**
- **Grease must NOT be poured into sewers, on grass or into trash barrels.**
- Participant is responsible for supplying adequate supplies to operate their concession. This includes, but not limited to:
 - Proper electrical cable which complies with current national electrical code. Cable must be SO or W rated for desired amperage. Vendor's cable must attach to a properly grounded electrical panel, such as a fuse box or breaker box. This box must be grounded properly. Romex or extension cords will not be allowed.
 - NSF approved FOOD GRADE QUALITY clear or SYNFLEX water hoses. Waste water should drain to sewers or holding tanks. **Under no circumstances should it be allowed to drain under other food concessions or onto common festival areas.** Failure to comply will result in removal from festival and forfeiture of all fees.

INSURANCE

All entrants into the festival shall secure proof of liability insurance coverage for the term of the festival in the amount of not less than \$500,000 per person and \$1 million per occurrence. The Greater Farmington Area Chamber of Commerce, on behalf of the Greater Farmington Founders Festival and its officers, agents and employees must be named as additional insured. *A copy of the proof of insurance must accompany this contract.*

LIABILITY

All entrants into the festival agree to RELEASE, FOREVER DISCHARGE, INDEMNIFY AND HOLD HARMLESS the Greater Farmington Area Chamber of Commerce, on behalf of the Greater Farmington Founders Festival, its officers, agents, employees and assigns from any cause of action, whatsoever, or any damage caused to persons or property and they agree to assume full responsibility for the same.

ON-SITE SECURITY

Local law enforcement will patrol the area occasionally during non-operation hours. This presence, however, does not guarantee against theft or loss; rather, it is to supplement any precautions that participants should already take. Greater Farmington Founders Festival recommends that you do not leave valuables unattended.

PROMOTIONAL BENEFITS

Participating vendors will be promoted via the Greater Farmington Founders Festival website, Event Guides and other promotional opportunities where applicable.

COMPLIANCE WITH LAWS

Vendors agree to comply at all times with all applicable Michigan health, fire and safety rules, regulations, ordinances and laws. Vendors acknowledge that health, fire and safety officers, as well as festival personnel, shall have the right to inspect booths and operations at any time. Vendors shall immediately correct any violation and shall comply with any instruction to improve the health, fire and safety conditions of the booth. Vendors must take full legal responsibility for their participation in Greater Farmington Founders Festival, its producers and partners will conduct all legal transactions. Failure to comply with any of the above regulations may result in immediate removal from the event with no refund of fees paid.

SET UP

Set up time is Thursday, July 14, 2016. Time will be determined and **emailed** to all vendors prior to July 14th. Volunteers will be on site to direct you to your location. All vehicles except during loading and unloading **must be parked away from the area of operation.** Entrants will not be allowed to work from the tailgate of any vehicle nor use a parking space adjacent to or in the near vicinity of the allocated space for the operation of their activity. Entrants will be directed to available lots for their vehicles and stock trucks. Food stock trucks will not be allowed to park in or near the food vending area. **Due to space constrictions, stock trucks will not be adjacent to the food area. Greater Farmington Founders Festival will provide space as close as possible for stock truck parking.**

INCLEMENT WEATHER - Greater Farmington Founders Festival will make every effort to operate the event in a safe and secure environment during rain or shine. However, should the event be forced to close or festival hours are lost due to severe weather conditions or circumstances beyond its control, there will be NO REFUNDS of fees paid nor losses incurred from cancellations.

BASIC PARTICIPANT RULES

Rules and regulations include, but are not limited to, the following:

Participants

- Are required to conduct all activities within their contracted space
- Are prohibited from using amplifying devices
- May not place objects, fencing or stakes into pavement
- Are prohibited from moving their booth
- Are financially responsible for any damage to the event site or equipment damage due to the fault of an exhibitor
- Are not permitted to bring animals of any kind to the event site
- Are required to be open for business all three days during festival hours, rain or shine
- May not operate beyond the confines of their unit
- Menus with prices must be prominently displayed. Only contracted menu items can be sold. If there is a beverage sponsor, vendors agree to carry sponsor products.

Signature

Date

Name

Address

Phone

Email

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