

Fall FunFest 2017 Food Vendor Application

Festival Dates & Times:

Friday, September 8, 2017
10:00am- 10:00pm

Saturday, September 9, 2017
5:00pm- 10:00pm

I agree to pay rent specified for booth size and electrical requirements marked on the exhibits to this agreement. One half (1/2) of all fees are due no later than **July 28, 2017**. All remaining fees due no later than Friday **August 18, 2017**. Any cancellation before **August 11, 2017** will result in 50% forfeiture of rental fees. Any cancellation **after August 18, 2017** will result in 100% forfeiture of rental fees.

All fees must be paid by CHECK.

I agree to submit a certificate of insurance by **August 11** with a minimum of \$1,000,000 (one million dollars) general liability insurance coverage and listing CityScape and the City of Cookeville as additional insured under my policy.

I agree to indemnify and hold harmless CityScape and City of Cookeville and the staffs and boards of these organizations against any claim or action of for any cause. I agree that I will be responsible for my own insurance under this hold harmless clause which is made a part of this contract.

I will submit a menu with a list of items to be sold and the selling price of each item with my contract. Fall FunFest reserves the right to restrict certain menu items to prevent the excessive repetition of items sold. Please circle any food items that are primary or essential to your menu.

I understand it is my responsibility to provide my own booth, tent, trailer, etc. If I am using a tent, I will include with this application a copy of a flame spread certificate for my tent (certificate must indicate with NFP 701). In addition, I will adhere to all Health and Fire Department regulations related to booth set up and proper food preparation/ service. **The Health Dept. inspectors will be inspecting booths at**

a cost of \$30 per vendor. If I am not in compliance, I understand that the Health Department will close the operation of my booth and I will forfeit all fees paid under this agreement. They will start to inspect at NOON. Please be present.

I understand that I may purchase Coke Products and water to sell at the event from the Fall FunFest Beverage Committee. **I MAY NOT bring in soft drinks/water from outside the festival to sell.** There will be a set price per case and a set price for selling the beverages for consistency purposes. **I may only sell tea and lemonade if I am an approved vendor.** Please check with CityScape before selling any other beverages. **ANY VIOLATIONS OF THE BEVERAGE POLICY WILL RESULT IN THE LOSS OF DEPOSIT AND VENDOR WILL BE ASKED TO LEAVE THE FESTIVAL.**

I understand that the Fall FunFest name and logo are restricted trademarks. As such, any use of these (name and/or logo) is strictly prohibited without written consent of CityScape.

I understand that I may not sell smoking paraphernalia or other items deemed illegal by the State of Tennessee.

I understand that I must abide by the following set up time constraints:

Friday set up 9:00 am to 2:00 pm

No vehicles are allowed on site after 2:00 pm Friday

I understand as a food vendor, under my contract I will have to use a major sponsor's brand name if one is designated by festival management.

I understand that it is my responsibility to return the area in and around my booth to the same or better condition than when I arrived. I will include a \$200 cleanup deposit with this contract. I understand that I will forfeit this deposit if I do not clean up my space to the satisfaction of Festival Management. Prior to departure, Festival Management must inspect my space in order for me to get my clean up deposit back. I also understand that I will lose this deposit if I do not vacate my space by **midnight** of the conclusion of event.

I understand that I will be fined a minimum of \$500 for not disposing of

waste properly in provided dumpsters and grease traps. **NOTE: tree wells are NOT trash or waste water receptacles!**

Any violation of this agreement, including any infringement upon beverage sales will permit the immediate termination of this agreement and forfeiture of any booth rental fees as well as deposit fee. Fall FunFest reserves the right to ask any vendor to leave the premises if this contract is violated by the vendor.

I understand that CityScape has the right to refuse rental or booth space for any reason.

Accepted by:

Food vendor

Date

CityScape

Date

Beverage Sales for Fall FunFest

Everyone will be purchasing at the same price and selling at the same price. **ANY DEVIATION FROM THE SET PRICES WILL BE A BREACH OF THE VENDOR CONTRACT.**

We are enclosing an order form so that you can pre-order product before you get to the festival. That way, our beverage committee will be able to stock you as soon as possible and you can get the product cold. Ice will be available to purchase on site at \$4.00 for a large bag.

Any vendor who brings in drinks from outside will be in violation of the vendor contract. This will result in loss of deposit and removal from

the festival.

Cash payments will be expected on delivery of product each time.

The following will be prices per cases (24 per case) of 20oz. bottles:

Coke Products/Lemonade/Fuze Tea- \$23.50/case

Water -\$15/case Powerade -\$23/case Tum-E Yummie -\$9/12 bottles (kids drink)
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Beverages will be sold at the following prices:

All Coke products, Water, Lemonade, Fuze Tea, and Powerade

-\$2 per bottle

Tum-E Yummie

-\$1 per bottle

Drink prices may be subject to change.

Booth Rental Rates:

*Trailer & tongue must be included

Size	Friday & Saturday	
10'x10'	\$450	
10'x20'	\$525	
Non-Profit 10'x10'	\$300	
		TOTAL:

*There will be a \$35/foot charge per additional space per foot.

Additional Electrical Needs:

Volts, Amps, Phases:

Number of Services:

Cost:

TOTAL:

\$ _____

All booth prices include one (1) 110 volt 20-amp electrical service. Additional 20 amp services are available for a fee from electric department depending on requirements. **AN ADDITIONAL \$250.00 CHARGE WILL BE ADDED TO THE ABOVE FEES FOR ANY CHANGE IN ELECTRICAL REQUIREMENTS AFTER AUGUST 18, 2017.**

Clean Up Deposit:

\$200.00

Please send a separate check for Clean Up Deposit.

Check will be returned once your booth site is cleared and approved by Food Booth Coordinator.

TOTAL:

\$ _____

1/2 Deposit by July 28th

\$ _____

Balance due August 18th

\$ _____

Enclosed:

_____ Flame Spread Certificate

_____ Certificate of Insurance

_____ Menu and Price List

_____ Picture of booth set up

Please fill out the following information and mail with contract:

Company: _____

Address: _____

Email: _____

Contact Person: _____

Cell Number: _____

Mail completed contract to:

CityScape

Fall FunFest Food Vendor
123 W. Broad St., Suite 1
Cookeville, TN 38501

For more information: (931)528-4612 Office
(931)644-5939 Jackie's Cell

Please make copy of all forms for your records before mailing them.