

## Food Vendor Entry Form

Vendor Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**The fee for each vendor space per event is \$75.00 (non-refundable)**

**\*\*SPECIAL OFFER: If you contract for ALL THREE events, your fee for 2018 will be only \$150 for all three events!**

**Which events will you be participating (circle all that apply)?**

June 23<sup>rd</sup>

July 28<sup>th</sup>

August 25<sup>th</sup>

***You will need to provide your own generator.***

We accept a check or credit card (payable 30 prior to event).

Check Number \_\_\_\_\_ Check Amount \_\_\_\_\_ Credit Card Amount \_\_\_\_\_

Credit Card Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Code on Back of Card: \_\_\_\_\_ Signature: \_\_\_\_\_

**Mail to:** Raise the Roof for the Arts, 120 W. Poplar St. Sidney, OH 45365

Hold Harmless Agreement

It is agreed by the applicant/participants that he/she shall assume full responsibility for, and hold Raise the Roof for the Arts, City of Sidney, Shelby County Commissioners, and the event co-sponsors harmless and whole from any and all liabilities arising from the applicants, applicant's agents and representatives conduct and actions (including but not limited to: transit to and from event, event set up period, the event, and the event take down period). Applicant/participant understands that he/she is solely liable for any and all claims and losses related to his/her actions and products exhibited, created, or brought to the event.

Applicant/participants agree to follow all Shelby County Health Department and Sidney Fire Department rules and regulations and get all permits pertaining to food sales through the Shelby County Health Department.

Applicant/participants also understand that there will be NO REFUNDS of applicant's participation fees due to bad weather, ejections, disqualification, or other occurrences beyond the control of the organizers and other sponsoring parties.

I also understand that without this form completed and agreed to, with signatures affixed, the entry form will NOT be accepted. This hold harmless agreement must be returned with the entry form.

I have read the hold harmless agreement and refund policy, and agree to abide by the above mentioned and all other rules of the event.

**Business Name:** \_\_\_\_\_

**Owner's Printed Name:** \_\_\_\_\_

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Rules

- Vendors of the Backstage Block Party must have pre-registered and paid the entry fee **no later than 30 days prior to the event.**
- **Vendors should be ready for customers by 5:00 pm the day of the event.**
- Space is limited and filled on a first come, first serve basis. Each vendor will receive a marked space in the designated food preparation area.
- No additional vehicles are permitted in the cooking area when you are preparing food.
- **Each vendor must comply with the Shelby County Health Department Regulations.**
- **Each vendor must comply with the Sidney Fire Department Regulations.**
- All preparation stations need to have an overhead covering (cookers are not permitted under the covering).
- Food must be purchased from a licensed facility (grocery store, meat market, etc.).
- Food must be held at a food safe temperature and not show any sign of spoilage. **All entries must be prepared on site in the designated cooking and preparation areas.**
- Fires may not be built on the ground. Ashes must be disposed of off-site and only in approved ash disposal containers.
- All vendors are expected to respect the rights of other vendors. This is a family event and proper attitudes, language and signage is a must.
- An approved, quiet generator is to be provided by the vendor.
- **It is the responsibility of the vendor to see that the assigned space is kept clean and policed following the concert. All fires must be put out and all equipment removed from the site. It is imperative that cleanup be thorough. Any vendor's assigned space left in disarray or with trash may disqualify said vendor from future participation. All vendors must clean their area at the end of the event and have a representative inspect their area before leaving.**

**The following miscellaneous cleanliness and safety rules will apply (see the Shelby County Health Department for specifications):**

- Cleanliness of the cook, assistant cooks and the vendor's assigned space is required. Shirt and shoes are required to be worn.
- Sanitizing of the work area should be implemented with the use of a bleach/water rinse (one cap of bleach/gallon of water).
- Each vendor will provide a separate container for washing, rinsing, and sanitizing of utensils.
- A hand washing station is required.
- All waste water must be contained in a container and dumped in appropriate DUMP stations off site.

### **CAUSES FOR DISMISSAL:**

- Failure to comply with the rules and regulations established in this document and that of the agencies mentioned above.
- Use of controlled substances by a vendor, it members and/or guests.
- Foul, abusive or unacceptable language and/or actions by a vendor, it members and/or guests.

**There will be no refund of entry fees for any reason except at the discretion of the event organizers.**