47TH ANNUAL DELAWARE ARTS FESTIVAL
MAY 19 & 20, 2023

FOOD VENDOR APPLICATION/CONTRACT

1. NAME OF BUSINESS/ORGANIZATION: ____________________________________________________________
   
   CONTACT PERSON: __________________________________________________________
   
   ADDRESS: _________________________________________________________________________________
   
   BUSINESS PHONE: ________________________ CELL NUMBER: ________________________
   
   EMAIL ADDRESS: ____________________________________________________________

2. FOODS THAT WILL BE SOLD. YOU MUST LIST EACH ITEM TO BE SERVED. NOTE: THE DELAWARE ARTS FESTIVAL RESERVES THE RIGHT TO REMOVE INDIVIDUAL ITEMS FROM THE LIST AT ANY TIME FOR ANY REASON.

   FOOD ITEMS:
   ______________________________________________________________________________________
   ______________________________________________________________________________________
   ______________________________________________________________________________________
   ______________________________________________________________________________________
   ______________________________________________________________________________________
   ______________________________________________________________________________________
   ______________________________________________________________________________________
   ______________________________________________________________________________________

   1
3. **SPACE REQUIREMENTS**: PLEASE INDICATE THE SIZE OF YOUR TRAILER OR FOOD STAND. IF YOU HAVE MORE THAN ONE UNIT PLEASE FILL OUT A SEPARATE APPLICATION CONTRACT.
   a. Need for stock truck to be parked next to your selling truck? __ Yes __ No
   i. Is stock truck power required? __ Yes __ No

   **IMPORTANT**: MEASUREMENTS MUST INCLUDE ALL SPACE NEEDED. LENGTH IS SIDE FROM WHICH SELLING IS DONE, WIDTH IS THE DEPTH OF THE UNIT AND HEIGHT IS HOW HIGH THE UNIT IS INCLUDING DECORATIONS.

   | LENGTH: ___________________________ | WIDTH: ___________________________

4. **UTILITY REQUIREMENTS**

   | ELECTRICAL AMPS: ___________________________ | ELECTRICAL VOLTS: ___________________________

   **WATER CONNECTION**: YES _____ NO _____
   **NOTE**: YOU WILL BE RESPONSIBLE FOR GETTING POWER FROM THE CIRCUIT BREAKER TO YOUR SPACE AND WATER FROM THE IMPORTANT CONNECTION TO YOUR SPACE. PLEASE BRING ADEQUATE EQUIPMENT TO TAKE CARE OF THIS.

   a. **TYPE OF PLUG REQUIRED**

   ***PLEASE EMAIL PHOTO***

5. **INSURANCE COMPANY NAME**: ___________________________

   **NOTE**: EACH CONCESSIONAIRE **MUST** PROVIDE THE DELAWARE ARTS FESTIVAL WITH A CERTIFICATE OF CURRENT PRODUCT LIABILITY AND GENERAL LIABILITY AND COMPENSATION INSURANCE. PRODUCTS AND GENERAL LIABILITY SHALL HAVE A POLICY LIMIT OF NOT LESS THAN $1,000,000.00 AND SHALL NAME AS NAMED INSURED THE DELAWARE ARTS FESTIVAL. ALSO, CONCESSIONAIRES WILL INDEMNIFY AND HOLD HARMLESS THE DELAWARE ARTS FESTIVAL FROM ALL CLAIMS ARISING FROM ANY ACT OR OMISSION FROM THE CONCESSIONAIRE. THE CERTIFICATE OF INSURANCE MUST BE VALID DURING THE FESTIVAL DATES AND SUBMITTED WITH THE SIGNED CONTRACT.

6. **HOURS / SET UP TIMES / MISCELLANEOUS**:
   a. CONCESSIONAIRE WILL HAVE FOOD STAND IN ORDER ONE HOUR PRIOR TO GATE OPENING ON EACH FESTIVAL DAY. SETUP TIME STARTS AS EARLY AS 7:00 A.M. THE OPENING DAY OF THE FESTIVAL.
b. **ALL CONCESSIONARIES WILL BE ASKED TO PRESENT A VALID MOBILE FOOD TRUCK LICENSE TO THE DELAWARE COUNTY HEALTH DEPARTMENT PRIOR TO THE START OF THE FESTIVAL.** IF YOU DO NOT HAVE A VALID LICENSE YOU WILL NEED TO APPLY FOR A TEMPORARY VENDOR’S LICENSE FROM THE DELAWARE COUNTY HEALTH DEPARTMENT.

c. **CONCESSIONAIRE WILL BE OPEN FROM EVENT OPENING DAY TO CLOSING EVERY DAY OF THE FESTIVAL REGARDLESS OF THE WEATHER. ANY DEVIATION FROM POSTED HOURS SHALL BE APPROVED BY MANAGEMENT ONLY.**

d. **ALL FOOD ITEMS MUST BE MADE ON-SITE AND/OR WITHIN YOUR MOBILE FOOD TRUCK. FOOD ITEMS MADE IN YOUR HOUSE ARE **NOT** PERMITTED TO BE SOLD AT THIS FESTIVAL.**

e. **TAKE DOWN – ALL FOOD TRAILERS AND STANDS MUST BE TAKEN DOWN ON SUNDAY AT THE CLOSE OF THE FESTIVAL. ALL CONCESSIONAIRES **MUST CLEAN UP THEIR AREA** AT THE CLOSE OF THE FESTIVAL.**

f. **ALL CONCESSIONS MUST HAVE IDENTIFYING SIGNAGE THAT CLEARLY DISPLAYS ALL PRODUCTS AND PRICES.**

g. **FESTIVAL CLOSES SUNDAY AT 5:00 PM. TEAR DOWN MUST BE COMPLETED NO LATER THAN 7:00 PM WHEN THE STREETS REOPEN.**

7. **CONCESSIONS FEES / PAYMENT CALCULATOR FOR EVENT:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
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<tbody>
<tr>
<td>_____ SPACE RENTAL FOR ORGANIZATION FOR PROFIT</td>
<td>($500.00)</td>
</tr>
<tr>
<td>_____ SPACE RENTAL – NON-PROFIT ORGANIZATION</td>
<td>($350.00)</td>
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<tr>
<td>_____ ELECTRICITY</td>
<td>($100.00)</td>
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<tr>
<td>_____ GREY WATER DISPOSAL</td>
<td>($15.00)</td>
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8. **ACKNOWLEDGEMENT OF CONTRACT:** NOTE: IN ORDER TO PROCESS YOUR APPLICATION, YOU **MUST** PROVIDE THE FOLLOWING WITH THE APPLICATION:

   A. COPY OF YOUR VALID INSURANCE
   B. SIGNED AND COMPLETED CONTRACT(S)
   C. PAYMENT FOR THE TOTAL CONTRACT FEES
   D. SEPARATE CONTRACT MUST BE PROVIDED FOR **EACH** CONCESSION

***PLEASE READ, SIGN AND RETURN THIS APPLICATION AND CERTIFICATE OF INSURANCE ALONG WITH PAYMENT TO:***

MAKE CHECKS PAYABLE: **DELAWARE ARTS FESTIVAL**

MAIL TO: PATRICIA RADERSTORF                     PHONE: 740-816-5478
AUTHORIZED SIGNATURE (CONCESSIONAIRE): ___________________________________________ DATE: ____________________

ACCEPTED BY: ______________________________________________________________________ DATE: ____________________

APPLICATION/PAYMENT DEADLINE: APRIL 03, 2023

NOTE: A SCHEMATIC DRAWING OF YOUR LOCATION ON SOUTH SANDUSKY STREET WILL BE MAILED TO YOU WITH DETAILED "ENTRANCE" AND "EXIT" INSTRUCTIONS AFTER ALL APPLICATIONS HAVE BEEN RECEIVED AND ACCEPTED.

IMPORTANT: THE OHIO FIRE CODE (OFC) REQUIRES ALL MOBILE FOOD UNITS TO HAVE A CARBON MONOXIDE DETECTOR, FIRE EXTINGUISHER AND A “NO SMOKING SIGN”. YOU WILL BE CHECKED FOR THESE ITEMS BY THE DELAWARE COUNTY FIRE DEPARTMENT.