

Castlegar Sunfest Festival In The Park! Food vendor application

June 5 – 6 – 7, 2020

Hours of the Festival:

- * Friday, June 5th 3 pm to 10 pm.
- * Saturday, June 6th 11 am to 8 pm.
- * Saturday June 7th 10am to 2 pm – Family day in the park

***Vendor must be present for the entire two-day event, the third day is optional!**

***Set up must be completed by 2pm for the 3pm opening**

***There will be NO driving on the field once the festival is open.**

*****Vendors WILL NOT be permitted to take down early *****

Fees and Registration:

* All food vendors will be assessed a \$175.00 booth fee for Friday and Saturday and if you wish to stay for the Sunday it will be an additional 25.00. The charity vendors will be \$50.00 for Friday & Saturday and an additional 10.00 for Sunday.

* All entries must be received no later than May 8th, 2020, entries may not be accepted after this date.

* **Spots will be given on a first-come-first-serve basis; therefore, we encourage you to return the application ASAP. Payment of fees is due upon receipt of application.**

***** The application will not be accepted, nor your spot be considered reserved for you without full receipt of payment. We only accept cash, chq (please don't send cash in the mail) Or e transfer (once application has been accepted I will respond with an e mail address to send payment to)*****

PLEASE RETURN THE APPLICATION ASAP AS IT IS FIRST COME FIRST SERVE AND THERE ARE NO DUPLICATE FOOD VENDORS PERMITTED***

* The Festival Society has the authority to reject any applications. Duplicate food vendors will not be permitted, with the exception of prepackaged drinks (IE: Pop and water)

If your application is rejected, your money will be refunded to you. If you cancel out of the festival 100% of your money will be refunded to you as long as you have cancelled 6 weeks before the festival. If you cancel up to one month before the festival, only 50% of your money will be refunded. There will be no refunds for any cancelations closer than one month before the festival date.

Set Up:

- * Set up must be completed by 2 pm for 3'clock opening June 5th, 2020.
- * All vendors must remain open during festival hours.
- * **No vendors will be allowed to drive on the event grounds during opening hours.**
- * Space for food booths are as needed, please be specific on your application.
- * Power is limited!! We need to know exactly how much power you require!!

Security:

- * General grounds overnight security will be provided, but any damages or loss will be the responsibility of the vendor and not the festival.
- * The festival committee will visit all booths and have the authority to request removal of all or any undesirable items.

Booths:

- * Each vendor is provided a space, which is assigned by the committee.
- * Vendors will not be allowed to move to a new location at any time.
- * If vendors are using a fryer, they must provide a catch beneath the fryer.
- * Vendors will be responsible for any property damage incurred in the area of their booth.
- * All electrical cords must have grounds and meet site approval.
- * Vendors are required to supply, and maintain at least one trash and or recycling Container at their booth. Two cans for food vendors, as well as one recycling can would be appreciated.
- * Food vendors must provide: Tent or coverage, refrigeration, fire extinguisher, have a valid health permit and supply the number.
- * **Power & water supply is limited, so if water is required, you are responsible for contacting Us to arrange the details**
- * All waste water must be tanked for disposal off site. No food waste or grease disposal will be permitted in the sinks.
- * Castlegar Sunfest will not provide any type of framed tents or coverings for vendors.
- * **NO** alcoholic beverages may be sold or consumed at your concession space.
- * Power is limited and can be supplied on request; this is a first come first serve basis, so notify the coordinator of any power needs on your application in advance. Proper power cords however will be the responsibility of the vendor.

Clean-up:

- * Vendors are responsible for maintenance and clean up within a 10 foot radius of their booth at all times of the event. So please provide and maintain your own garbage and recycling receptacles. And take any garbage to the bins provided.

Sunfest Committee Contact:

- * Lori Orser 250-354-7266 castlegarsunfest@gmail.com

Reminder: locations will be given on a first come first serve basis; we encourage you to return your application as soon as possible!!

All applications are dated upon receipt, which will be the order of booth requests priority. Applications will not be accepted until completed contracts and all fees are received.

Castlegar Sunfest Festival In the park
June 5 – 6 – 7, 2020
Food Vendor Contract

Business Name: _____ Contact Name: _____

Address _____

Phone# _____ e-mail address _____

POWER: IS LIMITED!!!

How much power do you require? _____

How much space do you require? (Including hitch) _____

What items are on your menu, and what price do you sell them at

Item	Price
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Food Vendors # of spaces _____ @\$175.00 = _____

Add Sunday @\$ 25.00 = _____

Non profit/charity # of spaces _____ @\$ 50.00 = _____

Add Sunday @\$10.00 = _____

Total Enclosed \$ _____

*****Please make cheques payable to Castlegar Festival Society*****

Vendors Signature:

Date:

In order to properly process your application, please enclose the following

- * Food Permits
- * Completed copy of this contract per vendor.
- * Payment – you may e transfer funds, but e mail me first to confirm acceptance and I will give you an e mail address to send payment to.
- * **Applications will not be accepted until fees are paid**

Send Completed Contracts and payment to:
 Castlegar Festival Society
 C/O Lori Orser
 2813 5th Ave
 Castegar B.C.
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