

SNAKERIVER ARTS COUNCIL
PO BOX 577
Glenns Ferry, ID 83623

EVENT: OKTOBERFEST 2023
September 23, 2023; 4 to 7 pm

Event Food and Beverage Vendor Contract

**Application must be received no later than January 30, 2023,
any vendor applications received before January 1, will be included in the pre-advertising.**

Name of Organization: _____

Contact Person: _____

Address: _____

City, State, & Zip: _____

Telephone Number: _____ Fax Number: _____

E-Mail Address: _____ Web Site: _____

Seller's Permit No: _____

Please email business logo to snakeriverart@gmail.com

PLEASE LIST ITEMS TO BE DISPLAYED OR SOLD
(Please include picture of concession trailer/booth)

List **ALL PRODUCTS** you will be **displaying, selling, or giving away** during the Arts Council event. Attach a list if needed. Application space will be assigned, in part, based on this list. Please submit any samples of brochures or literature you will be distributing to the public or that will illustrate details of your product(s). Violations will mean immediate cancellation of all rental money paid will be forfeited

_____ Please Initial ALL ITEMS IN YOUR BOOTH ARE SUBJECT TO APPROVAL FROM THE EVENT PLANNING COMMITTEE IF YOU ARE ASKED TO REMOVE IT FROM SALE THEN IT MUST BE REMOVED. IT IS IMPERITIVE THAT YOU SUBMIT A COMPLETE LIST OF PRODUCTS TO AVOID COMPETITION AND AVOID SPENDING MONEY ON PRODUCT THAT YOU WILL NOT BE ABLE TO SELL!!

The Event Committee reserves the right to forbid items it deems inappropriate. NO political brochures or literature will be allowed to be distributed to the public.

Type of Product: _____

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Electricity: A 110 hook-up is available on a first come first served basis for an additional fee of \$60 and must be included WITH your application. **We need to know how many AMPS you pull from being plugged into our Electricity. If electricity is not available for you, you will be notified, and you may request a full refund.**

Applications submitted with a \$100.00 deposit will reserve a space. (This deposit does include \$60 for your electricity. This amount is deducted from your initial deposit, and will be deducted from your refund. i.e., \$100 deposit, need 110 hook-up, \$40 refund upon your set-up, no electricity, full \$100 deposit refunded upon set-up)

NO SHOW, NO REFUND!

TYPE OF BOOTH REQUESTED (please check one)

_____ Food

_____ Beverage

WILL YOU REQUIRE EITHER OF THE FOLLOWING? (Please check)

_____ 10 x 15

_____ 10x30

_____ Electricity

GENERAL RULES – PLEASE READ!!!

- Each exhibitor must provide proof of general liability insurance of no less than \$500,000. Product liability of no less than \$500,000 is required for food vendors.
- If you cancel you will forfeit ALL MONIES SUBMITTED to Snake River Arts Council.
- *Please attach a photocopy of your Health Permit when applying for food booth space. Permits can be obtained from:*

CENTRAL DISTRICT HEALTH DEPARTMENT

520 E. 8th N

Mountain Home, ID 83647

208-587-4407

PROHIBITED ITEMS

- County Ordinance prohibits the use of glass containers on the fairgrounds due to public safety. A \$50.00 fine for each offense will be imposed.

All fees, copy of Health Permit (if applicable), and the Certificate of Insurance must accompany this application.

Please review this form making certain all information requested is available.

To secure booth space, *applications must be received no later than **January 30st 2023.***

TABLES: Please make arrangements to bring any necessary equipment for your booth, tables are available on request.

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PAYMENT: A refundable \$100 deposit is due with your application to reserve your space.

IF YOU CANCEL OR DO NOT SHOW FOR THE EVENT YOU FORFEIT YOUR DEPOSIT.

HOURS OF OPERATION: Booths are required to be open on the date and times requested, see event box.

APPLICATION APPROVAL: All vendor applications will be **reviewed and approved** by a committee to ensure all booths promote a successful event. Any booth not approved will receive any deposit or fees sent with their application back in full.

BOOTH ASSIGNMENT: When practical, space will be allotted on a first-come, first served basis. The Snake River Art Council reserves the right to move booth locations at their discretion, exhibitors will be placed in a manner that the management considers conducive to a successful event for both exhibitors and patrons. All vendors will receive a map of their location upon check in.

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VENDOR BOOTH FEE & SET-UP:

\$100 vendor fee; refundable upon your set up and remaining at the event for the full time allotted.

Vendors may begin setting up on the reserved date 2 hours before sell time. ALL Vendors are required to be set for selling for the full time slot on the event date, no one may leave early.

Make check or money order payable to Snake River Arts Council and mail to:

Snake River Arts Council
PO Box 577
Glenns Ferry, Id 83623

Upon signing this application, you will not hold the City of Glenns Ferry, Elmore County Fair and Rodeo Board, the Snake River Arts Council, or any persons representing stated entities for damages or liability to your personal self, or products on display.

Date: _____ Applicant's Signature: _____

Insurance Carrier: _____

VENDOR CHECKLIST FOR SENDING APPLICATION

- | | |
|---|--|
| _____ Request for Electricity and/or Water | _____ Type and Size of Booth Needed |
| _____ Proof of Insurance | _____ Health Permit (food booths only) |
| _____ Seller's Permit No. included on Application | _____ Applicant's Signature and Date |