



Presented by



88th Annual Emmett Cherry Festival

JUNE 14-17, 2023



FOOD VENDOR APPLICATION

(Please make a copy of all documents for your records)

Thank you for your interest and for applying to be a food vendor at the 2023 Emmett Cherry Festival. It is our desire to bring the best quality and variety of food to our festival & create an amazing experience for our festival customers. It is important to us that all our food vendors provide a good experience both in food quality and customer service. With an estimated 55,000 people over the 4-day festival, it is essential that you can also put out large quantities of food in a very quick manner, particularly on Friday & Saturday. To be considered, please follow all instructions and provide all requested information, forms and photos. You may mail or email the Application Package; however, payment (cash, check or credit card) must accompany whichever method you choose.

The Emmett Cherry Festival Food Vendor fee schedule is on page 2 of this application.

NOTE: In addition to the "entry fees", all food vendors will be charged 20% of their Net Daily Sales.

The Application Package: The Application Package you submit must include all of the following:

1) Food Vendor Application, 2) Proposed menu w/ prices, 3) Photo of your setup, 4) a diagram of your stand, 5) a \$100 deposit.

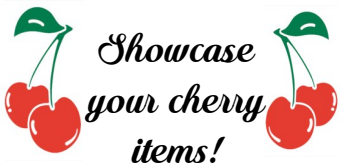
The Application Package must be submitted (postmarked) no later than January 1, 2023. You will know if you are accepted on or before February 3, 2023. We will send a confirmation email and/or a post-marked notice of your acceptance or, if not accepted, we will return your deposit on or before March 10, 2023 (post-marked).

- 1) **Application:** Please read everything included in this application. You are responsible for understanding and agreeing to all aspects of the application and adhering to all deadlines. If you have questions about any item or fees, contact the GCCC by phone or email.
- 2) **Menus:** Provide a separate typed/printed detailed sheet with all your proposed menu items with prices. We want all our food vendors to be successful. We will review all menus and will let you know which items are or are not approved. We try to limit duplication of menu items. Once a menu is approved, changes and additions will not be permitted without written consent by the GCCC. We **strongly** encourage inclusion of food items that include **cherries** as an ingredient or garnish. During the Emmett Cherry Festival, we will try to feature and promote all "**cherry**" items our vendors have for sale.
- 3) **Photos:** We need to see what your "setup" will look like at the festival. Enclose (or email) a photo or photos of your food trailer, tent(s), signage, etc.
- 4) **Diagram:** Included in this application is a page called "Diagram of Food Vendor Space". This is essential in our planning as we use this to "line up" our food vendors in appropriate spaces around the Food Vendor Court. You must be accurate and include all items with accurate measurements. If your booth is not to these specifications when you arrive, we reserve the right to move your vendor space and/or you may be required to pay additional fees for your space.
- 5) **Deposit:** mail in a \$100 check deposit with your application or full payment.

Food Vendor Contract Agreement: (Sent After You Are Accepted)

- 1) **What we send:** If your company is chosen as a vendor for this year's Emmett Cherry Festival, you will receive:
1) Food Vendor Contract Agreement, 2) Food Vendor Handbook, 3) map(s) and 4) set-up/load-in schedule
- 2) **What you send back:** After you review the Food Vendor Contract Agreement: a) sign and return the Food Vendor Contract Agreement, and, b) mail or call-in your payment (in full), on or before March 10, 2023.
- 3) **Insurance:** a) You must carry liability insurance. Request a certificate of liability insurance from your insurance provider that identifies the "Gem County Chamber of Commerce" as certificate holder. A copy must be sent/faxed to our office on or before May 1, 2023, b) You must also provide Workman's Compensation insurance for your employees as is required by law.

Your acceptance and guarantee of a spot in the festival is not secured unless and until all documents and payments have been received.



Application continues on the back!



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FOOD VENDOR APPLICATION (Page 2)

MOVE-IN Monday, June 12, 2023, between 7:30 a.m. and 12:00 p.m. If your application is accepted, you will be notified of your exact move-in and set-up time. All canopies, tents, and structures must be free-standing and secured in the event of strong winds or other weather conditions. **ABSOLUTELY NO STAKES WILL BE ALLOWED TO SECURE YOUR BOOTH.**

PARKING (Stock trailer information below, under FEE SCHEDULE)
Vehicles may not be parked at the booth site. There will be on-site assigned parking and **ONE** permit will be allotted per food vendor. Additional on-site vehicles will be charged **\$25.00** for another vendor pass.

TEAR-DOWN You may begin tear-down at midnight on Saturday, June 17, 2023. Tear-down **MUST** be completed by noon on Sunday, June 18, 2023. A clean-up fee will be assessed if your tear-down is not completed by noon or if additional clean-up of your space is necessary after you leave.

FEE SCHEDULE

<u>Space Fee</u> (24ft X 10ft)	\$350	(\$)	_____
	\$300 (for Gem County Chamber members in good standing)	(\$)	_____
	\$20 per foot for additional frontage over 24ft (# _____ ft. x \$20 = _____)	(\$)	_____
	(NOTE: Food vendors will be charged 20% of their Daily Net Sales)		
<u>Electrical Hook-up fees:</u>	\$90 110 (20amps)	(\$)	_____
	\$110 220 (50 amps)	(\$)	_____
	\$130 Combo: 220 (50amps) and 110 (20 amps)	(\$)	_____
<u>Stock Trailer:</u>	\$85 each (includes one electrical outlet)	(\$)	_____

TOTAL: (\$) _____

Business/Vendor Name: _____ Cell Phone: _____

Contact Name: _____ E-mail _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

****I have read and understand all requirements:**

Signature _____ Date: _____

Vendor Application Packet Checklist	
_____	Application
_____	Menu (proposed)
_____	Photo of Setup
_____	Diagram with measurements
_____	\$100 Deposit or full payment

Important Dates:	
January 1, 2023:	Application Package due to GCCC
February 3, 2023:	GCCC sends approval notices to vendors
March 10, 2023:	Contract & Payment due at GCCC
May 1, 2023:	Liability Insurance due at GCCC
May 19, 2023:	GCCC sends Vendor Info Packets to you
June 12, 2023:	(Monday) Move-in/Load-in Day
June 14-17, 2023:	Emmett Cherry Festival Dates

FOR INTERNAL USE ONLY! Payment: Cash Deposit 1st Payment \$ _____ Full Payment 2nd Payment \$ _____ Card Deposit 1st Payment \$ _____ Full Payment 2nd Payment \$ _____

Check Deposit 1st Payment No. _____ \$ _____ Full Payment 2nd Payment No. _____ \$ _____ XL QB Contract sent by: Mail/Email Date: _____

