



**MIDDLETOWN ARTS FESTIVAL
FOOD VENDOR APPLICATION**

300 North Main Street, Suite 300
Middletown, OH 45042
Contact: Sylvia Maynard 513-649-0778
scombs2@cinci.rr.com

**Middletown Arts Festival - Food Vendors
FOOD VENDOR REGISTRATION FEE - \$100.00**

**Saturday, September 9th, 2017, Downtown Middletown, Ohio
Manchester Ave @ Intersection with Broad Street, Middletown, OH 45042**

Hours of Operation – 12:00 p.m. - 8:00 p.m.

**Set-up Hours – Saturday, September 9th, 2017- 9:00 a.m. – 10:00 a.m.
(Failure to arrive/set-up on time may result in refusal of entry with no refund)**

Date of Application: _____ [Applications Due by August 15, 2017] PLEASE PRINT OR TYPE

Carefully review the Rules and Regulations provided. Sign and return this application with your registration fee and a valid, current Certificate of Liability Insurance naming the City of Middletown and Middletown Arts Festival as an additional insured for the duration of the event only if you are fully in agreement with the terms and conditions stated herein. A photo of your food truck must be provided with this application. Upon acceptance a notice of confirmation will be provided to you. Food Vendors may serve non-alcoholic beverages.

Food Vendor Registration Fee (MUST BE SUBMITTED BY AUGUST 15, 2017)

Food Vendor (\$100.00 per site) \$ _____

Method of Payment: _____ Check* or Money Order Enclosed (Make Payable to Middletown Arts Festival)

_____ Charge my Credit Card- Type: _____ Card Number: _____

Expiration Date: _____ Amount Charged: _____ Signature: _____

Food Vendor Name: _____

Contact Name: _____

Address: _____

City/State/Zip: _____

E-Mail: _____ Fax: _____

Daytime Phone: _____ Evening Phone: _____ Mobile: _____

Size of Truck: Frontage: _____ Ft. Depth: _____ Ft.

WARNING: MIDDLETOWN ARTS FESTIVAL DOES NOT GUARANTEE TO SUPPLY ELECTRICITY FOR THE FOOD VENDORS; EACH VENDOR MUST EITHER SUPPLY THEIR OWN OR CONTACT THE EVENT STAFF WITH YOUR ELECTRICAL REQUIREMENTS PRIOR TO THE EVENT TO SEE IF THEY CAN BE ACCOMODATED.

Food Item	Price	Top 3 Ingredients (By Weight)

Attach Menu if additional space required

*\$30.00 fee will be assessed for any returned checks.

RULES AND REGULATIONS

1. Each food item to be served must be listed on the application along with the price to be charged for the item. Menus must be clearly posted at the booth, including prices. Middletown Arts Festival reserves the right to request menu changes prior to approval of application. Approved menu items and prices will be confirmed with acceptance. You will not be permitted to serve items that have not been confirmed as approved in writing. Approved prices may only be changed with written consent from Middletown Arts Festival. Middletown Arts Festival will attempt to limit duplication of menu items among vendors, but does not guarantee the exclusivity of any menu item.

2. The food vendors will be located along the plaza and the location has very limited access to electrical outlets/hook-ups. **ALL VENDORS REQUIRING ELECTRICITY MUST EITHER PROVIDE THEIR OWN OR PROVIDE THE EVENT WITH THEIR REQUIREMENTS WITH THEIR APPLICATION TO DETERMINE WHETHER THEY CAN BE ACCOMODATED.** All electrical connections and set-ups are subject to inspection/approval of Middletown Arts Festival, City of Middletown and the Fire Marshal. Water hook-ups will be available, vendors must supply proper sanitary hose, connections and check valve. Vendors must comply with all Fire Department Regulations, City of Middletown Electrical Guidelines, and Health Department Guidelines and initial and periodic inspections will be made of all vendor facilities.

3. Unless you have provided us with notice in writing of special requirements that require you to park at a designated location along the plaza to be determined by the Middletown Arts Festival, parking locations will be on a first come first, first served basis. All Food Vendors agree that they will comply with any directions or instructions given to them by Middletown Arts Festival regarding the site location.

4. Vendors must provide a valid certificate of insurance naming Middletown Arts Festival and City of Middletown as additional insured's for the duration of the event. Vendors will not be assigned a parking space or permitted to set up until a valid certification of liability insurance is received. Certificate must be valid for the day and hours you will be on site at the event.

5. All Food Vendors must have either a temporary food service license from the City of Middletown Health Department or a current mobile food service license from their health district. Vendor must apply for a temporary permit or provide a copy of their current, valid mobile license directly to the City of Middletown, Health Department, in advance. See Temporary Food License Information & Application and Health Department Guidelines for Temporary Food Service Operations, available on request. Contact the City of Middletown, Health Department at **513-425-1818** or Fax a copy of your mobile license to **513-425-7852** no later than September 6, 2017.

6. All Food Vendors are solely responsible for insuring that they dispose of any grease or oil waste in a safe, responsible and lawful manner. No provision has been made for on-site grease disposal.

7. Each vendor is responsible for supplying their own equipment, setting it up, and breaking it down. Vendors are responsible for cleaning up their area before they leave. Vendors may break down and leave at any time after 8:00 P.M. on Saturday, September 9th, 2017. Because Food Vendors will be held on the plaza, all trucks, including all trash and residue, must be completely cleared from the site on Saturday evening. Vendors are otherwise required to be open during all event hours and any vendor who closes during event hours or leaves prior to the end of the event without express permission of Middletown Arts Festival will not be considered eligible to apply to be a food vendor at any future event.

DUMPING OF GREASE ON EVENT GROUNDS OR IN TRASH CANS IS STRICTLY PROHIBITED

APPLICATION DUE AUGUST 15, 2017, NO REFUNDS FOR ANY REASON

Untimely applications may be considered if space is still available or if there are cancellations.

Indemnification: To the fullest extent permitted by law, you (the vendor) shall indemnify and hold harmless Middletown Arts Festival, City of Middletown, event sponsors and their employees, directors, officers, agents, volunteers and other persons acting on their behalf from any and all claims, actions, suits, causes of action or demands which arise or are any way connected with the acts or omissions or you, your employees, directors, agents, volunteers or other persons acting on your behalf. I have read the forgoing terms and conditions of the food vendor application and accept and agree to be bound by the rules and regulations of the event as stated therein.

Signature of Applicant: _____ Date: _____