



2018 Carrboro Music Festival Food Vendor Application

Event Date: Saturday, September 29th, 2018 and Sunday, September 30th, 2018

Event Time: Saturday: 3:00pm - 7:00pm

Sunday: 1:00pm - 7:00pm

Town Hall Grounds, 301 West Main St., Carrboro, NC 27510

Space is very limited: therefore, applications will be accepted on a first-come, first-serve basis.
Please return your completed application (including your signature and fee) by August 24th, 2018.

IMPORTANT PLEASE READ THIS APPLICATION CAREFULLY.

Rules will be strictly enforced.

Vendor Responsibilities:

1. Must adhere to all Orange County Health Department guidelines or fees in order to receive your permit at time of set up. If for any reason a permit is not issued by the Orange County Health Inspector, you will be asked to depart from the site immediately. For permit information please contact: Environmental Health Specialist 919.245.2360 or www.co.orange.nc.us/health/
2. Provide your own tables, tents, chairs, extension cords, hoses, fans, and anything else required to operate your concession.
3. Display sign or signs on your booth identifying:
1-your organization 2-items for sale, 3-menu prices
4. Operate your booth between the hours of 3:00pm and 7:00pm on Saturday, September 29th, 2018 and/or between the hours of 1:00pm and 7:00pm on Sunday, September 30th, 2018.
5. If you have an outside cooker, for safety purposes, you must provide a physical barrier to separate it from the public.
6. Under the NC Fire Prevention Code Chapter: *Public Safety Plan* Section: 906.1 and 403.2, vendors using grease or grills to prepare food must have on site a Fire Extinguisher: minimum size 2A10BC.
7. Properly dispose of any cooking oil or grease off of Town Property after the event. The festival reserves the right to limit the number of vendors selling similar food items. You may only sell menu items approved on your contract.

OUR GOAL IS TO REDUCE GARBAGE PRODUCED AT OUR FESTIVALS. WE NEED YOUR HELP TO MINIMIZE WASTE.

8. All food vendors are strongly encourage using environmentally preferred practices such as: reduced packaging, recycled and recyclable materials, paper products and sustainably produced products.
9. **NO** Styrofoam, Plastic Plates, Plastic Silverware or Plastic Cups will be allowed
10. **Booth set up will at 2:00pm on Saturday, September 29th, 2018 and at 11:00am on Sunday, September 30th, 2018.**
11. **All booths/trucks must be set up by 2:30pm on Saturday, September 29th, 2018 and by 12:30pm on Sunday, September 30th, 2018 and all non-food vehicles moved from the area. Vehicles are not permitted in the concession area during the celebration unless approved by festival coordinator.**
12. Booth area must be disassembled, cleaned and returned to pre-event condition by 8:00pm on each Festival day. **Please plan accordingly.**
13. We cannot guarantee that you will be assigned the same space as in previous years. However, we will do our best to accommodate request.
14. Booth Spaces are 12 X 12

We appreciate your participation in the event and we wish much success. Should you have any additional questions, please do not hesitate to contact Emma Griffin at 919.918.7367 or EGriffin@townofcarrboro.org.

**Send application and check to:
Carrboro Recreation and Parks Department
Attn: Emma Griffin
100 N. Greensboro Street
Carrboro, NC 27510**



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Business Name: _____

Contact Person: _____

Address: _____

Home Phone: _____

Work Phone: _____

Email Address: _____

Website: _____

_____ \$50.00 Fee: Saturday, September 29th, 2018

_____ \$125.00 Fee: Sunday, September 30th, 2018

_____ **TOTAL**

Food Truck - Length/Dimensions of Truck: _____

Cart or Other - Overall Dimensions of Setup: _____

Electrical Needs: N/A Yes # of Outlets? _____

Type of Outlets (If Applicable)? _____

Other Needs or Requests (Be specific)?* _____

***Generator use will be limited and will need prior approval from the event coordinator.**

Concessions Provided:

_____ Baked Goods

_____ Cotton Candy

_____ Hamburgers

_____ Kabobs

_____ Sandwiches

_____ Other (Please list): _____

_____ Biscuits

_____ Fruit Bars

_____ Hot Dogs

_____ Lemonade

_____ Snow Cones

_____ Candy Bars

_____ Funnel Cakes

_____ Ice Cream

_____ Popcorn

_____ Sot Drinks

CONDITIONS OF AGREEMENT

1. I understand that there are county regulations regarding food preparation at one-day events and that concession permits will be required. I acknowledge that it is my (our) responsibility to follow Orange County Health Department Guidelines and obtain the necessary permits. You can contact the Orange County Health Department at **919.245.2360**.
2. I understand that there is a **\$50.00 non-refundable application fee for Saturday, September 29th, 2018 and/or a \$125.00 non-refundable application fee for Sunday, September 30th, 2018. Checks must be included with the application.**
3. *Please make your check payable to the 'Town of Carrboro'.*
4. We will notify you of your booth location number upon approval of this application.
5. Collection and payment of taxes will be the responsibility of the concessionaire.

SPECIAL EVENT CONCESSION WAIVER

In consideration of the Town of Carrboro authorizing the undersigned individual, corporation or association to make use of the Town's facilities for the purpose of concession sales, during the period: **September 29th and/or September 30th**. The undersigned hereby waives all claims against and agrees not to sue the Town of Carrboro or its officers, agents, or employees for damages resulting from injury to any person or thing resulting from or arising out of the use of the Town's facilities on the above-described occasion.

I further agree to indemnify and hold the Town of Carrboro, its officers, agents and employees harmless from any loss, damages, or expenses incurred by the Town as a result of any suit arising out of the activities conducted or sponsored by the listed above.

I, the undersigned have read and understand the above and I agree to follow any and all policies, conditions, and rules, and to pay all fees required in regard to the activity listed above.

Signature: _____

Date: _____