



2017 Food Vendor Application

This Application is for the Spring Festival (May 13 & 14, 2017) Fall Festival (October 7 & 8, 2017)

Contact Name/s _____

Business Name _____

Address _____ City _____ State _____ Zip _____

Phone _____ Cell Phone _____

Email _____

Website _____ Yes! Include a link to this website on CrozetFestival.com

This business is a registered non-profit. Letter of Determination for 501(c)(3) status is attached.

Short description of your business and what you will be doing/promoting/selling at the Crozet Festival:

Will be included on the Festival website and in the Festival Program. Please keep it short! Long descriptions will be edited

Food Vendor booths are located in the outdoor area of the Festival. Only the space and access to electricity* is provided - Vendor must bring all necessary booth set-up and equipment including tent, tables, chairs, extension cords, etc.

Food Vendor Booth Fees: 10x10, \$300; 15x10 \$425; 20x10 \$550

Non-Profit booths are provided on an exchange only basis, with all booth fees waived. Goods/Services to be exchanged may include donations to Festival Raffle, Festival activity provided to the public free of charge, advertising partnership, or other as agreed upon (contact Festival Director for details - 434-326-8284/director@crozetfestival.com)

Booth Size (check one) 10x10 15x10 20x10 Electrical Hook-Up Requested*

**Electricity access is limited. If you can do without an external electrical source we will be appreciative!*

Non-Profit agrees to provide a good or service to the Crozet Arts and Crafts Festival.

Description _____

Value _____

List all menu items you wish to sell in your booth:

Menu Item	Approved	Menu Item	Approved

ANY CHANGES OR ADDITIONS MUST BE APPROVED

Do you require compostable service items (note quantity for each item)

- | | |
|----------------------------------------------------------------|-----------------------------------------------------------------------|
| <input type="checkbox"/> Cold cups (16oz) _____ | <input type="checkbox"/> Bowls (16oz) _____ |
| <input type="checkbox"/> Cold cups (12oz) _____ | <input type="checkbox"/> Round soup containers (16oz) _____ |
| <input type="checkbox"/> Cold cup lids (flat) _____ | <input type="checkbox"/> Round soup containers (12oz) _____ |
| <input type="checkbox"/> Cold cup lids (domed - 12-32oz) _____ | <input type="checkbox"/> Round soup container lids (12-16oz) _____ |
| <input type="checkbox"/> Straws _____ | <input type="checkbox"/> Food tray (hotdog server) _____ |
| <input type="checkbox"/> Hot cups (16oz) _____ | <input type="checkbox"/> Forks _____ |
| <input type="checkbox"/> Hot cups (12oz) _____ | <input type="checkbox"/> Spoons _____ |
| <input type="checkbox"/> Hot cup lids _____ | <input type="checkbox"/> Knives _____ |
| <input type="checkbox"/> Dinner plates (10in round) _____ | <input type="checkbox"/> Napkins _____ |
| <input type="checkbox"/> Small plates (6in round) _____ | <input type="checkbox"/> Deli tissue (10x10.75in - pack of 500) _____ |

ITEMS WILL BE CHARGED AT COST AND ARE NOT RETURNABLE

If you prefer to purchase your own compostable service items, we recommend www.ecoproductsstore.com.

Please ensure that your purchases are **certified compostable materials**.

Enclosures:

- Completed and Signed Application, including all Menu items and required service items
 - At least 1 digital image of your booth (can be emailed to festival@crozetfestival.com)
 - Copy of insurance
 - Signed Eco-Responsibility agreement
 - \$50 trash deposit
 - \$_____ booth fee (separate check)
- Applicant has read the attached **Food Vendor Policies and Guidelines** required for participation in the Crozet Arts & Crafts Festival, May 13 & 14, 2017 and/or October 7 & 8, 2017 and agrees to abide by them in their entirety.

Signature of Applicant _____ Date _____

Signature of Co-Applicant _____ Date _____

Crozet Arts and Crafts Festival Food Vendor Policies and Guidelines

The Applicant certifies that he/she/they are a legally designated representative of the Organization/Business, and he/she/they will be in attendance throughout the entire Festival, RAIN OR SHINE.

Applicant grants permission to the Crozet Arts & Crafts to reprint an image for promotional use of the Crozet Arts & Crafts Festival. This includes the use in press releases, print, online, television, and the Festival web site.

Applicant understands all booths will be visited by the Festival committee at intervals throughout the Festival to ensure that all Food Vendors comply with all Festival rules. Applicant further agree to abide by all regulations outlined in this application, the load-in and load-out instructions, security procedures, or any rule promulgated by the Festival Director. Applicant acknowledges that failure to abide by regulations and repeated non-compliance will result in expulsion and ineligibility for participation in future Crozet Arts & Crafts Festivals. Expulsion of a participant from the Crozet Arts & Crafts Festival is without the necessity of any written notice and without legal recourse or right to rebate any portion of the fees paid.

A \$50 trash deposit is required from all food vendors. Please use a separate check for this payment. Your deposit will be returned or destroyed if after inspection your booth site is clean and all waste materials have been disposed in the receptacles provided. If you wish to have this check returned to you at the end of the year (after the Fall Festival in October), include a self-addressed stamped envelope.

- ✓ Each Food Vendor is responsible for keeping the grounds near your booth clean and leaving your area clean after pack up on Sunday evening.
- ✓ Trash containers will be provided by the Festival at the picnic areas for patron use only. You are responsible for providing trash containers at your booth and for taking your trash to the dumpster.
- ✓ The Crozet Arts and Crafts Festival requires use of compostable service items.
- ✓ Compost bins will be provided by the Festival and will be clearly marked. **Please use them for all food waste and other compostable materials.**
- ✓ There will be a portable dumping basin provided for waste liquids, located near the portapotties. Absolutely nothing is to be dumped on the ground.

Applicant is responsible for completing the Virginia Department of Health Application for Temporary Restaurant Permit and submitting it to the Albemarle County Health Department, and for meeting all Health Department guidelines and timelines.

Applicant is responsible for ensuring all Fire Code safety regulations are met. Please note: the Fire Marshall will be inspecting the grounds, including all Food Vendor booths. All requirements of the Fire Marshall must be satisfied immediately or you will not be allowed to remain on the Festival grounds.

All menu items must be approved by the Festival. We make every effort to ensure no duplication of food offerings between vendors unless both vendors approve the duplication in writing. All Food Vendors may serve non-alcoholic beverages that are approvable by the Health Department. Pricing will be at the discretion of the Vendor.

Menu items and prices must be posted at the front of Applicants booth space.

Food vendors must ensure enough food, service items, and staff for both Festival days. Hours are Saturday, 10am-5:30pm and Sunday, 10am-5pm.

All Festival Exhibitors, Vendors, and Volunteers are provided badges with the Festival logo, if possible please allow Exhibitors, Vendors, and Volunteers expedited service so they can return to their booths/staffing locations.

Applicant assumes all responsibility for insuring their own property against the risks of fire, theft, burglary, breakage and leakage, and weather or water damage as well as the risks of transport to and from the festival site. The Crozet Arts & Crafts Festival will not be liable to Applicant or any other person for any damage or loss whatsoever, arising from any cause. Without limiting the foregoing, the Crozet Arts & Crafts Festival will not be liable for any loss incurred by reason of failure of the Applicant to obtain such insurance or failure of such insurance to cover any loss.

I/we participant/s, our heirs, successors and assigns agree to release and hold harmless the Crozet Arts & Crafts Festival, Claudius Crozet Park Inc, their board of directors, staff, sponsors and affiliated charity and corporate partners and their heirs, successors, and assigns for any loss of property or physical harm, including, but not inclusive, of damage from acts of God, weather, health hazards, terrorism, etc. or Festival cancellation due to acts of God, weather, health hazards, terrorism, etc. I/we further agree to waiver any and all rights without limitation on liability for the use of the festival space and service described in this application.

The Crozet Arts & Crafts Festival Director and Claudius Crozet Park Board of Directors reserves the right to make final interpretation of all rules.

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Please submit this application by April 5 for the Spring Festival, September 5 for the Fall Festival. Confirmation and approval of menu selections will be returned to you by April 12/September 12.

Submit this application to:
Crozet Arts and Crafts Festival
PO Box 444
Crozet, VA 22932
festival@crozetfestival.com
434-326-8284
www.crozetfestival.com

Crozet Arts and Crafts Festival

Food Vendor Eco-Responsibility Agreement

The Crozet Arts and Crafts Festival is contracting with Black Bear Composting, a local composting company, to provide compost service at the Festivals beginning May 2016.

All Food Vendors are required to use compostable service items, including but not limited to:
Plates, bowls, soup containers, hot and cold cups, wrappers, napkins, flatware

Exceptions:

Vendors may provide a reusable, recyclable item (such as metal cups).
Health Department permitting, refillable containers are allowed, provided they are clearly designated as such.
Recycleable packaged items, such as soda cans and bottles, are allowed.

The Crozet Arts and Crafts Festival will provide compostable service items at cost to Food Vendors. Please include your order with your Food Vendor Application. Orders received after Food Vendor Application Deadline will not be fulfilled.

ABSOLUTELY NO STYROFOAM WILL BE PERMITTED.



Please read this agreement carefully and include a signed copy with your Food Vendor Application.

As a Food Vendor at the 2017 Crozet Arts and Crafts Festivals, I will:

- Use only compostable food service items, as outlined above.
- Dispose of compostable materials, including all food waste, in compost receptacles provided.
- Use only compostable food service items, as outlined above.
- Inform my customers that service items are compostable and indicate compost receptacle locations.

Signature _____ Date _____