

9th Annual GRANT PARK SUMMER SHADE FESTIVAL 8/27-28/2011

Official Food Market Application Form

Please print or type information on application.

BUSINESS NAME _____

CONTACT PERSON _____

ADDRESS _____

PHONE: () _____ FAX: () _____

E-Mail: _____

WEBSITE: _____

Do you carry liability insurance?(when participating in events/festivals/shows?) Yes _____ No _____
(the Festival requires food vendors to submit a copy of their insurance certificate with the Grant Park Conservancy and the Summer Shade Festival listed as additional insured.)

What size space do you need? (width x length) 10x10____ 10x15____ 10x20____ 10x30____

Need electricity? Yes__ No__ Amperage (see "Electrical Worksheet) _____ Be very specific and all inclusive regarding electrical requirements. We will not allow overloading of circuits and will close vendors found to be overloading. Any on-site electrical work required due to lack of planning on the part of food vendors or lack of disclosure will be billed at \$150.00 per hour with a minimum of 1 hour and in increments of 1 hour + materials (to be paid before vendor will be allowed to open for business) **Please see and complete electrical work sheet to determine electrical needs. Submit worksheet with application. You will find the worksheet as a pdf attachment on the website – same page where you found this application.**

Menu and pricing: (Please attach a full menu/pricing as necessary. The Festival reserves the right to alter menus. (NOTE: We do not allow fried foods)

Please list & describe previous experience including participation in special shows or similar events:

Is this your first time to apply to the Grant Park Summer Shade Festival? Yes _____ No _____

We ask food vendors to limit on site cooking/prep and will give preference to those vendors with limited on site cooking needs with some exceptions. Do you intend to cook on site? Yes__ No__

If yes, how? Charcoal__ Propane__ Size/Number of Propane Tanks _____ Electric
Grill__ Microwave__ Other _____ (no fried foods/deep fat fryers)

Will you have fire extinguisher(s) in your booth? Yes _____ No _____ How Many? _____

(Atlanta Fire Marshall will inspect for appropriate rating, size and number of extinguishers, must have current and professional installed tags)

Please submit, with this application, a minimum of one digital or hard copy image of your festival workspace. Photos will not be returned prior to the festival. Our Food Selection Committee reviews all applications.

-More on Next Page-

READY to submit your application? Make sure you include the following items (incomplete applications will not be submitted to our Food Selection Committee):

____ Completed Application ____ Initials Where Require/Signed/Dated Food Vendor Operations Agreement
____ Signed/Dated Liability Form ____ One digital or hard copy photo of your on-site workspace
____ Completed Electrical Worksheet and Order Form
____ Deposit Check for \$100 payable: Summer Shade Festival
____ I will provide a copy of my current insurance certificate (valid through dates of festival) listing the Grant Park Conservancy and Summer Shade Festival as “Additional Insured”

Food Vendor must, upon request, show flammability certificate or manufacturer’s tag indicating flame retardant materials (if using a tent). **Please initial here ____ to indicate that you can provide this information and will have it available at all times during the festival. Failure to provide this information can result in the Atlanta Fire Department closing your booth.**

Checks for deposits are held until the Selection Committee decision is made. Vendors accepted will be notified. At that time, deposit checks/charges will be processed. The Festival will invoice vendor for the balance which is due (in full) 30 days from the date of the invoice.

Cancellation: Prior to August 1, 2011, fee refunds may be requested in writing.. The festival will retain the \$100.00 deposit. Sorry, after August 1, 2011, no refunds are granted.

What happens if I am not accepted?

The Selection Committee is diligent in its efforts to provide a variety of foods and food types and pricing levels. In some cases, vendors may not be accepted. Your deposit check will be returned to you. For credit card charges, information will be destroyed and no processing will occur.

Fully complete and return this form, photo(s), signed/dated liability statement and deposit fees to:

Grant Park Summer Shade Festival
PO Box 89189 Atlanta, GA 30312-9998
404-521-0938 Info

*Make checks payable to Summer Shade Festival
Incomplete applications will not be considered.*

Check returned for insufficient funds will result in automatic disqualification. Invalid or rejected credit card charges will also result in automatic disqualification.

-More on Next Page-



Food Vendor Operations Agreement

(must be signed/dated and submitted with application)

The food vendor operations agreement is a new attachment for our 2011 application and is put in place to remind food vendors of our basic rules for operation during the Grant Park Summer Shade Festival. After reading each item, please initial to indicate that you have read and agree. These are not optional. All must be initialed. We will not honor incomplete applications.

The Festival determines operating rules and procedures based on our permits and regulations set forth by city ordinance, to provide a cohesive well-managed event, to provide for the safety and protection of attendees/participants and to protect the public space from undo harm or damage. The Festival expects all artists/vendors/sponsors to observe the operating rules. This form outlines selected rules but is not intended to provide a full listing. An operations manual will be available at a later date (on-line) for review.

If selected as a food vendor to participate in the Grant Park Summer Shade Festival, I understand and will adhere to all operating rules and procedures including those listed/initialed below and others to be provided in an operations manual at a later date.

- ✓ My booth will be open for business during all hours as set by the Festival _____
- ✓ This is an outdoor event. It is my responsibility to prepare for weather contingencies. The Festival determines at what point food vendors may close their booths. _____
- ✓ If using a tent, I will attach sufficient weight on all corners of my tent to prevent my tent from becoming a missile in the event of high winds. I want to protect my investment, the investment of other vendors around me and protect the safety of the public, fellow exhibitors, Festival staff, etc. _____
- ✓ If using a tent, I will not stake my tent or any other items in the ground or tie my tent to trees, shrubs, or other objects in the public park. _____
- ✓ Load-In is Friday, August 26 (unless I receive advance notice of a change) and I will adhere to times and instructions in order to help with an orderly set up. _____
- ✓ I will never drive my vehicle on grass or turf. All wheels of my vehicle will remain on asphalt or other hard surface at all times. _____
- ✓ I will pick-up/clean up around my booth space before leaving the Festival on Sunday evening. I will follow the rule of "leave it better and cleaner than when I found it". _____
- ✓ I understand fees paid help the Festival in the overall production of the event – marketing/promotion, sanitation, security, staging, signage, etc. If I need to withdraw from the Festival I will do so in writing prior to August 1, 2011. The Festival will retain the \$100 deposit, plus any credit card processing fees. All other fees paid will be refunded. I understand that after August 1, no refunds are available. _____
- ✓ I understand the Festival is licensed by the City of Atlanta and the State of Georgia to sell alcoholic beverages during the event. Possession or sale of alcoholic beverages by unauthorized vendors will result in immediate removal of the offending vendor. There is no refund of fees to offending artists/vendors. _____

Print Name

Date

Signature

-More on Next Page-

**Grant Park Summer Shade
Festival 2011
Food Vendor Fee Structure**

The Food Market

Applications received or postmarked by April 15, 2011

10x10	\$500.00 + electrical if needed
10x15	\$550.00 + electrical if needed
10x20	\$600.00 + electrical if needed
10x30	\$675.00 + electrical if needed

Applications submitted and postmarked after April 15, 2011

10x10	\$550.00 + electrical as needed
10x15	\$600.00 + electrical as needed
10x20	\$650.00 + electrical as needed
10x30	\$725.00 + electrical as needed

Electrical Fees

See Electrical Worksheet and Order Form

Waiting List – The Festival will maintain a waiting list and will notify food vendors if/when an opening occurs in the specific category (BBQ, Ice Cream, Italian Ice, Pizza, etc.)

Gray Water – must be stored and removed from the Festival by the vendor. Dumping of gray water into storm drains will result in fines and clean up fees. Offending vendors will be removed. No refunds and no invitation to return.

Oils and Food Residues – To prevent staining or damaging hard surfaces in the park, food vendors are required to place tar paper under those areas where seepage or spillage is possible. At the close of the Festival, tar paper must be removed/disposed of by the food vendor off-site.

Checks Returned Due Insufficient Funds – any artist/vendor submitting a check that is returned to us for insufficient funds will be automatically disqualified and removed from our mail list.

Rights Reserved – The Festival reserves the right to close food vending operations in the event of rules violations or if requirements of operation are not met. Vending will be allowed to continue once all conditions are met. Failure to correct violations/conditions will result in removal from the Festival. No refunds will be granted.