



## FOOD VENDOR AGREEMENT - TASTE OF ROSWELL

October 15, 2011 – Historic Town Square

Please read the entire application carefully, prior to filling it out. Fill in all spaces that apply to you on BOTH PAGES; **Sign pages where indicated.**

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Please print email address clearly**

**List all items you plan to serve:**

**Food will be: (check all that apply)** \_\_\_ pre-packaged; \_\_\_ on site cooking required; \_\_\_ No cooking required; \_\_\_ individually wrapped; \_\_\_ Bulk transported/portions served on site;  
Other: \_\_\_\_\_

**Only 120-volt electricity will be provided (and limited – first applied & requested – first served).**

Do you need electricity: \_\_\_yes; \_\_\_no; If yes, how **many outlets** required: \_\_\_\_\_

Will you bring a generator: \_\_\_yes; \_\_\_no; (must be muffled for sound)

**How will you provide temperature control for food in the booth (Steam trays, coolers, etc?)**

**How will you provide temperature control during transportation of food?** \_\_\_\_\_

**You will need to provide:**

- A container to provide running water for hand washing must be available (insulated thermos with spigot, coffee urn, etc.) and pump type liquid soap, paper towels and a bucket to catch wastewater.
- Sanitizer for rinsing and storing wiping cloths, cutting surfaces (could be one teaspoon liquid bleach per 1 gallon of water).
- Any equipment needed for the serving, warming, cooling, & storage of your food
- Containers (Plastic, Styrofoam, etc.) and utensils (forks, spoons, etc.) for serving of food
- Large urn (tea type) for running water along with soap & paper towels
- Event menu and Ticket Pricing
- Ticket drop box (may be decorated)
- Tablecloths, skirting and or decorations for your booth (as desired)
- Extension cords (if needed)

**RULES & REGULATIONS:**

- Event is held Rain or Shine – October 15, 2011 – Historic Town Square in Roswell, GA
- Noon – 5:30 P.M. **Your booth must be manned until 5: 30 P.M.**
- Booths will be issued on a first-come; first-served basis.
- No alcoholic beverages may be sold or consumed during the event.
- No glass bottles permitted for safety reasons.
- **Restaurants should serve food only as there will be a beverage vendor on site.**

(Continued)



**SPACE FEES**

Each space fee is \$150.00 (double spaces may be purchased) and includes

- one 10x10 open-sided canopy style tent
- Three 6' tables
- 2 chairs
- Front identification sign
- Electricity is limited and will be provided on a first registered & requested basis

**PORTIONS & NUMBERS TO SERVE:**

Prepare **sample-sized food proportions**. There is no way to know exactly how many you will serve but crowds are large. Each restaurant should plan serving approximately 1,000-2,000 people. This should help insure that there is food for everyone. If you run out of food, you must still remain with your booth until 5:30 P.M.

**SET-UP:** Begins at 8 A.M. but **must be complete by 11:30 A.M. and ready to serve food by Noon**

**TICKETS**

- Each ticket is 50 cents; with a \$3 per item maximum.
- Food is to be exchanged for **tickets only**; no food is to be given away or exchanged for cash.
- Tickets will be sold from the ticket booths only.
- Restaurant should provide a container in which to collect tickets (feel free to decorate this container, if you so wish).
- Ticket proceeds will be split 50/50 between organizer and the restaurant
- Your tickets should be turned in to the CVB **no later than October 23**. At this time, the number of tickets will be verified.
- A check for your portion of the proceeds will be issued **no later than** October 31.

**SIGNAGE**

So that the public can easily see what you are offering, please post your menus up high. This will help keep lines from backing up. You are encouraged to give out your promotional materials, business cards, menus, coupons, etc. We encourage you to take advantage of promoting your restaurant to those in attendance at the event.

**CLEANUP**

At 5:30 P.M. you may start removing your equipment from the park. **Participating Restaurants are required to bag trash and place it in the dumpster** that is provided at the Park entrance near Mimosa and Park Place. No grease, coals, etc. should be emptied into the park or on the grass. Rented chairs and tables provided by Taste should be accounted for and left in your tent. Any missing rented chairs and tables will be billed to the restaurant if not left in the tent.

**I will require** \_\_\_\_ **10'x10' space(s) at \$150 per space = \$** \_\_\_\_\_

Note: Each space includes a 10'x10' open canopy tent; Three 6' tables, two chairs, one name sign.

**Payment Method:** \_\_check; \_\_ Visa; \_\_MasterCard

Card # \_\_\_\_\_ ; Exp. Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**Proof of insurance must accompany this agreement.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Signature denotes that I have read all the rules and regulations above and agree to comply**

We appreciate your participation in *The Official Taste of Roswell*.

Should you have questions or need additional information, please contact Dotty Etris or Marsha Saum at 770-640-3253

or by e-mail at [info@visitroswellga.com](mailto:info@visitroswellga.com)

**Keep one copy of this application for your files.**

**Return one copy to:**

**Roswell CVB – 617 Atlanta Street – Roswell, GA 30075**