

FALL
FEST
2018

IN GANDLER PARK

SEPT 29TH - SEPT 30TH

2018 FOOD VENDOR APPLICATION

Name of Company _____
Vending Booth Name _____
Contact Person _____
Address _____
City _____ State _____ Zip _____
Cell _____ Email _____
Website _____

FOOD VENDOR FEES

10 x 25 foodtruck \$1050	\$ _____
10 x 12 foodtruck \$800	\$ _____
8 x 8 tent \$600	\$ _____
Cart hardscape \$300	\$ _____
Refundable clean-up fee \$200 (please send separate check)	\$ _____

Total amount enclosed with application \$ _____

OR

If you'd like to pay online, please use the link below. Just remember to write your vendor name in the "special instruction" section so we can document payment.

[HTTP://BIT.LY/2PDC90A](http://bit.ly/2PDC90A)

EVENT STAFF USE ONLY

Date Received _____ / _____ / _____	Accepted Y/N
Booth Number _____	Proof of Ins. Y/N
Load in time _____	Health Cert. Y/N
Vendor fees \$ _____	Paid online Y/N
Clean-up fee \$ _____	Check # _____

2018 FOOD VENDOR GENERAL INFORMATION

INSURANCE - Liability Insurance in the amount of \$1,000,000.00 is REQUIRED. You must attach a binder or certificate of Liability Insurance indicating Candler Park Neighborhood Organization, Inc. (hereinafter "CPNO, Inc.") P.O. Box 5418 Atlanta, GA 31107 as additional insured. Your application will not be accepted without this insurance binder.

FOOD SERVICE CERTIFICATION - Candler Park is located within the City of Atlanta and DeKalb County. It is your responsibility to follow the health codes required for our area. Links to permitting and certification documents can be found at <http://fallfest.candlerpark.org/fall-fest-food/> A copy of your health department certification must be displayed during the festival.

FIRE REGULATIONS - Vendors are required to comply with City of Atlanta electrical and fire regulations. If you are using flammable liquid or solids you must provide suitable fire extinguishers and have them available for inspection by Atlanta Fire Department staff.

BOOTH SPACE - Each food vendor space and set-up time will be pre-assigned. We'll let you know your time and spot via email at least a week before the event. You must provide your own tent, trailer, truck or cart. Be sure to measure your equipment carefully. If you have a trailer or cart, don't forget to include the tongue length when calculating your fees. Festival space is limited and you will not be allowed to exceed the allocated space.

ELECTRICAL - Limited power is available on site, but not guaranteed. Please indicate your total power needs (i.e., the maximum amperage used at any given time during the event.) Power requirements above 20 AMPS or 220V power may be subject to additional charges. If you have requested additional or special power needs, your application will be forwarded to the event electrician for review and you will be advised of availability and any additional charges prior to your application's acceptance.

GREASE AND GRAY WATER - You are required to remove all grease and gray water produced by your operation. Under no circumstances will grease or gray water be allowed to be poured upon concrete or pavement, on grass, or into storm drains on the site. Any violation of this policy will result in close down, ejection from the event, forfeiture of the clean-up fee and possible prosecution by appropriate authorities.

SECURITY - Overnight security will be provided, however neither the Candler Park Fall Fest nor the CPNO will be responsible for any loss or damages. Take care to secure your equipment and valuables.

CLEAN-UP - You are responsible for keeping the area around your booth or cart neat and clean and free of trash generated by your operation. Trash receptacles will be provided in the vendor area and around the event for patrons to dispose of trash, however, each vendor must have trash bins and bags for internally generated trash as well as trash from serving counters such as condiment wrappers, etc. Recycling is encouraged!

PARKING - You are responsible for finding a space to park your vehicles. Some private lots are available in the area. Note that all vehicles used for loading and unloading must be removed from the festival area no later than one hour prior to the start of the event. Vehicles parked in any other areas are subject to towing at your expense. Also, remember that it is your responsibility to secure off-site storage facilities.

ALCOHOLIC BEVERAGES - Food vendors are not allowed to sell alcoholic beverages. You are encouraged to sell alternative beverages such as iced tea and lemonade, but these MUST be listed in the spaces provided on page 2 for prior approval.

