

Piedmont Folk Life Festival
Indian Trail, NC
October 21-22, 2011
Friday 7-10pm, Saturday 11am-10pm

Food Vendor Contract Form

DEADLINE: FRIDAY, SEPTEMBER 23, 2011

The Piedmont Folk Life Festival will be an annual event held at Crossing Paths Park in Indian Trail. While only in its first year, the festival will be derived of art, music, food and drinks representative of the mix of cultures and traditions found in the Piedmont Region! The festival will kick off Friday, October 21 at 7 p.m. with a southern rock band featured in the Crossing Paths Park Amphitheater. Saturday, October 22, the festival will continue with cultural music throughout the day and artists and food vendors will line the street. We look forward to hearing from you and hope to see you at the Piedmont Folk Life Festival in Indian Trail in October!

Name: _____ **Business Name:** _____

Address: _____
Street/PO Box City State Zip Code

Telephone: _____ **E-mail:** _____
Work/Cell Day of Event Contact Number

Limited spaces are available. If not in a food truck, vendors are responsible for supplying tent, tables, and chairs. No electricity or water will be provided.

Please check what type of space you will require: _____ Food Truck _____ Food Tent

Fees: \$125 for Friday (7-10pm) and Saturday (11am-10pm)

Menu List: _____

Insurance:

Food vendors must have in force, a minimum of \$500,000 personal injury and general comprehensive liability coverage (minimum limits of \$500,000 combined single limit coverage for both bodily and property coverage). General comprehensive liability must include Products and Completed Operations coverage and Contractual Liability coverage. Certificate of Insurance must include: Carrier's name, address, phone number with agent's signature, company providing coverage, insured name, address, type of insurance and policy number, effective dates and limit amounts. **Provide certificate of insurance to IT.** "Town of Indian Trail" should be listed as Description of Operations and "Town of Indian Trail" as the certificate holder/additional insured.

Permits:

Union County Health Department Temporary Food Service Establishment Permit must be completed and filed along with Piedmont Folk Life Festival Vendor Contract. Permit application will be sent with PFF Contract or can be downloaded by visiting co.union.nc.us/Property Services/EnvironmentalHealth then look under "Resources" and click on a)Forms & Applications, b)Temporary Food Service Establishment Application OR Pushcart/Mobile Food Unit Application. Questions regarding completion of the application should be directed to an Environmental Health Department Sanitarian at 704- 283-3553 in Monroe, NC.

Food Vendor Rules

1. There will be limits in the number of vendors for each type of food.
2. If you are bringing a tent instead of a truck you must provide their own tents, tables, etc. No electricity is available. If you want to bring a generator, you must note that on your application. Only quiet generators will be allowed. Make sure your tents are weighted in the event of inclement weather.
3. Set-up must be complete before 6 pm Friday. You may arrive any time between 4-6pm Friday. Vehicles must be clear and in parking areas by 6pm.
4. If you have not arrived at your space by 6pm on Friday, you will be considered a no show and your space may be offered to other vendors. No refunds are offered for no shows and you may be placed on probation or banned from future events.
5. You will be sent a Vendor Parking permit that you MUST display on your dash to enter through the barricades and to park in your designated lot. The area will be crowded with pedestrian traffic so please drive carefully. Vehicles may enter the festival area for loading and unloading only, but must be removed immediately when finished and must be parked 30 minutes prior to festival opening time. Once you have entered these lots, you may not exit until the festival closes for the day. If you wish to park in alternate lots, parking is on your own and you will not be able to bring these vehicles onto the grounds. On load out, if you are parked in alternate lots, you will be the LAST allowed to bring your vehicle in for loading.
6. Set-up procedures – unload your vehicle at or as near to your space as you can get and immediately park your vehicle in your designated lot. Through space is extremely tight. Then return to your booth to set up. Please note that you may have to cart your items.
7. Do not sell items not listed on your application without prior approval. Vendors may only sell food items that are listed on this form. You will be asked to remove any item not listed on your application or you may be ejected from the festival with no refund given.
8. Indian Trail town representatives have sole discretion on acceptability of food items and reserve the right to remove any items from vendors.
9. Vendors are not to relocate or move from their assigned spaces. They must not infringe on other spaces or in public areas.
10. Vendors will be given a sign with their space number.
11. Vendors are required to be on site all hours of the festival. Do not dismantle your booth until the festival closes. For safety reasons, vehicles will not be allowed into the festival area until pedestrian traffic has cleared, so you may not be cleared to move through the area when we immediately close. Security is onsite 24 hours a day during the festival; however, you are responsible for taking reasonable precautions to secure your booth. The festival area is quite large and the security officer cannot be in all places at all times. Items may be left in your booth at your own risk.
12. Piedmont Folk Life Festival is a Rain or Shine event, and all vendors are expected to participate at all times.
13. Detailed information and space assignment will be mailed September 28.

14. The town of Indian Trail has a written ordinance prohibiting any pets from being on the park premises. Please leave your pets at home – or if you choose to bring them, be prepared to keep them locked in vehicles. Also, if you bring your children, please make sure they stay with you at your booth and are not unaccompanied.

15. The Town of Indian Trail is not responsible or liable for damages, injury, or loss to any persons or goods from any cause whatsoever. The Town of Indian Trail cannot be held responsible for any claims for damage, injury or loss arising out of or in connection with use of space or ground of the festival.

Application Process/Important Dates

September 23 - Application Deadline

**October 7 - Booth Fees, Certificate of Insurance
Health Dept. Permit Due to Town**

**September 28 - Acceptance/Non Acceptance
Letters Mailed**

NO LATE PAYMENTS WILL BE ACCEPTED

Signing this form signifies that I have read and agree to the Hold Harmless Agreement stated here: We/I, _____ (the “Indemnifying Party”), agrees to protect, defend, indemnify and hold harmless the Town of Indian Trail (the “Town”), its officers, employees, representatives and agents from and against any and all claims, losses, penalties, damages, settlements, costs, charges, professional fees (including attorney fees) or other expenses or liabilities of every kind to the extent such claims, losses, damages or expenses are caused by any negligent act, error or omission, or willful or wanton act, of the Indemnifying Party, its officers, employees, representatives or agents. The Indemnifying Party further agrees to investigate, handle, respond to, and provide a defense for any and all claims (with counsel approved by the Town) at its sole expense, including all costs and expenses related thereto. The Town may, at its sole and absolute discretion, chose to defend any claim and the Indemnifying Party agrees to indemnify and reimburse the Town for all costs and expenses, including attorney fees, incurred by the Town in defending the claim.

Indemnifying Party/Owner Signature

Witness

Town of Indian Trail Signature

Witness

**Please return all COMPLETED and SIGNED applications by September 23rd to:
Rebecca Jones, Events Coordinator [E-mail: rjones@admin.indiantrail.org](mailto:rjones@admin.indiantrail.org) Fax: 704-821-3689
Mail: Town of Indian Trail Attn: Rebecca Jones PO Box 2430 Indian Trail, NC 28079**

Partially completed applications will not be considered.