

2017 Fall Festival
Food Vendor Application
Friday September 15th, Saturday September 16th, Sunday September 17th
5pm-11pm, 11am-11pm, 11am-5pm
Misquamicut State Beach
257 Atlantic Avenue, Westerly, RI 02891
Please print legibly

Business Name _____

Contact _____ Email _____

Address _____ City _____ State _____ Zip _____

Day Phone _____ Cell _____

Please complete this form and return it to us with a copy of your Rhode Island Permit to make Sales at Retail (can purchase at event for \$10), RI Litter Control Permit (can purchase at event for \$25), Certificate of Insurance, RI Mobile Food Unit Department of Health Permit (ask Amanda for paperwork prior to event). No vendors will be accepted without this information. Entry Fees are non-refundable, no exceptions. Please be sure to return your completed application and additional information required. For assistance with permits or any festival questions, you can contact Amanda at 401-743-9561 (cell) / amandareese21@gmail.com or 401-322-1026 (office).

*Do you have a RI Sales Tax permit? _____ Yes (permit #) _____ Need to obtain at event
Do you have a RI Litter permit? _____ Yes (permit #) _____ Need to obtain at event
Do you have a RI DOH permit? _____ Yes (permit #) _____ Need to obtain prior to event
Is your insurance certificate enclosed? _____ Yes _____ No*

Size of your set-up including any overhangs:
Please Circle one: \$595 (10' by 10') \$795 (10' by 15') \$945 (10' by 20')

Everything must be contained in this area. No chairs, boxes, merchandise, etc. will be allowed outside of space. The MBA cannot be held responsible if you cannot set up your space within your chosen dimension.

There will be a \$150 Clean-up/Early exit fee. Please include a **separate check** for \$150. This check will not be cashed and will be returned to you when you leave Sunday at 5pm. If you leave early **any** night before closing or do not clean up your area, the MBA will cash this check.

Do you need running water? _____ Yes _____ No Do you need power? _____ 110 _____ 220

110 Power is *included* in the booth fee. If you require 220 power, there will be an additional charge of **\$125** for the weekend per unit, or you may bring a silent generator – which has to be grounded to earth and approved by the power company. Loud generators will not be allowed—*no exceptions*. If you checked yes to power, list what type of equipment you will need to plug in, including amps of each item. If you require more than 20 amps you are required to get 220 power. All 220 power is required to send us a picture of the plug at least 7 days in advance, or you will not be able to hook up. There will be **NO POWER until Friday morning, September 15th**. The generator will be turned off 1 hour after the event is over on Sunday September 17th.

If you come with bare wires or need an adapter from the power company, you will have to give the power company a \$75 deposit which will be returned when the adapter is returned.

On a separate piece of paper, a list of all appliances needing electricity is REQUIRED. A picture of your 220 plug is REQUIRED 7 days prior to the event setup.

Food items to be sold and prices: (Please list all items, attach an additional sheet). If food items are not listed, the Department of Health will not let you sell those items. PROMOTER NEEDS LIST OF FOOD ITEMS BY AUGUST 30th, NO EXCEPTIONS.

Please note: you are required by the State of Rhode Island to have your Temporary Event RI Mobile Food Unit Department of Health Permit. Ask Amanda for paperwork if you require it.

Application agreement to MBA event guidelines:

I will be responsible for setting up and removing my exhibit. I will remove trash from my space at the end of each day. Dumpsters are provided by the MBA free of charge. I agree to recycle. I will remove my equipment and display no later than Sunday September 17th by midnight.

I understand I need a RI Department of Health Mobile Food Unit Permit or I cannot set up. These must be purchased from the DOH directly well in advance of the date of the festival and the cost is \$100, payable to the State of RI.

I understand I need a permit to make sales (Rhode Island Tax ID number) and a RI Litter Control Permit. I understand I can purchase them the day of the event for \$10 and \$25 respectively. A check will be required made payable to the State of Rhode Island. This check will be picked up Sunday September 17th.

I acknowledge that the Health Inspector, Fire Inspector, Electrical Inspector and Building Inspector will be on site and will have all permits and Food Safety procedures in place. Any tents must be in accordance with NFPA701 and have a tag that states this. Mobile Food units must have fire suppression system. All wiring must be in compliance with code. No exposed wires.

Setup time is Friday September 15th from 7am-3pm NO EXCEPTIONS. If you do not arrive by 3pm you WILL not be allowed to drive on the fairgrounds. Any vendor arriving after 3 pm on Friday, 10 am on Saturday and Sunday will NOT be permitted to drive into the Festival area. You will be responsible to transport your items by foot and there will be no refund for lost time.

I acknowledge that the Building Inspector, Electrical Inspector and Fire Inspector will be on site and will have all permits in place. All tents and coverings must have displayed a label with assurance of fireproof materials.

I understand I may not sublet any part of my designated area.

I understand the Misquamicut Business Association, Town of Westerly or State of Rhode Island shall have no liability what so ever for any damage to any person, matter or thing resulting from storm, wind, fire, strikes, lockouts or other acts of God.

You must bring cinderblocks or sandbags to hold your tent down, please bring weight for each leg of the tent. We will not be providing these for you. You cannot use stakes or put hole in the pavement.

I understand that neither the Town of Westerly, State of Rhode Island, Misquamicut Business Association or its members will be held responsible for loss and/or damage to vender's personal property caused by any reason, and will not assert any such claim against them.

I understand that I am entitled to 8 staff passes. Passes will be given out when you arrive. Any unregistered staff will have to pay regular ticket price.

I shall and will hold harmless the Town of Westerly, State of Rhode Island, the Misquamicut Business Association and its members from and against any and all claims, liabilities, demands, expenses, fees, penalties, suits, proceedings, actions, and causes of action of any and every kind and nature arising from or out of, or in any connected way with venter use, occupancy, or activities in or related to the September 15, 2017 through September 17, 2017 MBA Fall Festival as well as set up and break down times exceeding the event dates. Vendors will be personally liable to other vendors and members of the public for their own acts. I will list as additionally insured on my policy the Town of Westerly, State of Rhode Island and Misquamicut Business Association and its members. I acknowledge all food vendors shall provide at their own expense Public and Product Liability Insurance in an amount of at least one million dollars. It will be my responsibility to show evidence for Bodily Injury and Property Damage Coverage. Certificates of insurance must be submitted to the MBA at least one week prior to the event before I am allowed to set up.

This event will be held rain or shine—there is no rain date and no refunds will be issued. The Misquamicut Business Association, Town of Westerly or State of Rhode Island reserves the right in their sole discretion, to cancel the event, in whole or part, due to inclement weather and no refunds will be issued. Entry Fees are NON REFUNDABLE, NO EXCEPTIONS.

I understand that all applications must be returned with full payment. No Payment Plans.

There will be NO refunds, there are NO EXCEPTIONS.

I understand the event is subject to Town, DEM and the State of RI approval to be held within the Misquamicut Fire District.

Signature

Date

Please make checks payable to Misquamicut Business Association.

Our mailing address is

Misquamicut Business Association
P.O. Box 1302
Westerly, RI 02891

Check Enclosed

Please make checks payable to Misquamicut Business Association.

Our mailing address is:

Misquamicut Business Association
P.O. Box 1302
Westerly, RI 02891

Send invoice, I will pay by CC.

Email address: _____

Sales Tax Permit enclosed

Litter Permit Certificate enclosed

DOH Permit enclosed

Insurance Certificate enclosed

List of all food items requesting to be sold

Picture of 220 plug enclosed

List of all items requiring electricity enclosed