

# BRIDGE **BASH** 2017

## FOOD VENDOR AGREEMENT

**BIG SPRING PARK, COTTER, AR // SATURDAY, SEPTEMBER 23RD, 10AM-7PM**

**ORGANIZATION INFORMATION** (Please complete all fields and print clearly)

Business Name

First Name  Last Name

Email Address

Street Address

City  State  Zip

Day Phone    Cell Phone

**PLEASE INITIAL THE FOLLOWING STATEMENTS**

- I understand there may not be power supplied, unless arranged with the vendor coordinators.
- I agree to pay 10% of total sales on the day of the event.
- I agree to pay a \$50 booth deposit to secure my space when I submit my registration.
- I agree to pay a \$50 cleaning deposit when I submit my registration, which may be returned after the event.
- I agree not to accept any cash on the day of the event, instead I will use the tickets provided by the event staff.
- I understand that I will need to submit my completed application, signed 2017 Booth Regulations and Guidelines and proof of insurance before my application can be considered for Bridge Bash.
- I understand that until I am given confirmation by the Bridge Bash team, my application is considered "In Review."

**LIST OF ALL MENU ITEMS AND PRICES IN \$1.00 INCREMENTS**

_____	\$ .00
_____	\$ .00
_____	\$ .00
_____	\$ .00
_____	\$ .00
_____	\$ .00
_____	\$ .00
_____	\$ .00
_____	\$ .00
_____	\$ .00
_____	\$ .00
_____	\$ .00

**I understand and agree to the terms and conditions set forth in this agreement and on the attached 2017 Booth Regulations and Guidelines for my participation in Bridge Bash 2017.**

Vendor Signature \_\_\_\_\_ Date \_\_\_\_\_

Bridge Bash Task Force Member \_\_\_\_\_ Date \_\_\_\_\_

MAIL TO: Food Bank of North Central Arkansas, PO Box 128, Norfolk, AR 72658  
 Any questions concerning insurance, electricity, or other items, please contact our Bridge Bash Vendor Coordinator, Tom Kiley.  
 EMAIL: tkiley@live.com



# BRIDGE **BASH** 2017

## BOOTH REGULATIONS AND GUIDELINES

- **Non-Food** Vendor/Merchant Booth Fees for **Bridge Bash** are:  
Each 10' x 10' Booth Space \$50.00
- Access to **electricity will not be provided** unless arrangements have been made with Vendor Coordinator.
- To be considered for inclusion in the Festival, each **Non-Food vendor/merchant** must submit a completed application with payment and signed Booth Regulations & Guidelines, received no later than **September 1, 2017**. Applications received after this date cannot be guaranteed a booth space. *(In rare cases even a **non-food vendor/merchant** may need to provide proof of Insurances. If proof of insurance for a **non-food vendors/merchants** is needed the Bridge Bash team will contact you.)*
- **Food Vendors** agree to pay the festival 10% of all proceeds. Bridge Bash will be selling Bridge Bucks that will be used for payment at the food vendor's booths.
- **Food Vendor** must submit a completed application with proof of insurance and signed Booth Regulations & Guidelines, received no later than **September 1, 2017**. Applications will be considered as received.
- All vendors/merchants must give a complete description of items to be displayed or sold.
- **Food Vendors** must supply proof of a current, \$1,000,000 liability insurance policy with their application. This applies **to all food vendors and some non-food vendors** please contact vendor coordinator with any questions.
- Applications will be reviewed and processed on a first come, first serve basis. Before the Festival, you will receive a map, set up and take down times and other necessary information.
- The Committee will limit the number of similar food vendors within a certain area, but will not guarantee exclusivity to any vendor. The Committee makes every effort to assign booth spaces to benefit all vendors. Vendors may not request specific booth spaces. The Committee reserves the right to make booth space changes at any time, as it deems necessary.
- All cancellations must be in writing and received before **September 2nd 2017** to receive a refund. No refunds will be given after **September 2nd 2017**. There will be no refunds given for inclement weather conditions.
- Vendor acceptance is based on the understanding that the vendor will sell only those items listed on their application. Additional items may not be sold without written consent from the Committee.
- The following items **cannot be sold or distributed**: drinks (soda, water or any beverage), anything bearing the **Bridge Bash logo** or the words "**Bridge Bash**" "**Food Bank of North Central Arkansas**", weapons of any kind (toys or real), alcohol or tobacco products. This list is not all-inclusive. The **Bridge Bash Task Force** reserves the right to amend this list at any time. If the Committee informs a vendor that a particular item cannot be sold, the item must be removed from the premises immediately.
- Vendors must provide their own tables, chairs, canopies, tents, hoses, signage, extension cords, and anything else needed to operate their booth. If you are not sure, please contact us so we can let you know what to bring.
- Vendors may not sublet booth space.
- Vendors agree to operate during Festival hours of operation. Festival hours are currently set for 10:00am-7:00pm on Saturday September 23rd 2017
- Festival hours are subject to change. If changes are made, you will be notified in advance. If you are unable to operate your booth during the amended hours, you may cancel by **September 10th 2017** for a full refund. No refunds will be given after **September 10th 2017**.
- Vendors will be allowed to bring their vehicles to a location near the vendor area for set up and take down (**before and after festival hours only**). However, vendors will be required to park all their motorized vehicles away from this area during Festival operation. Further Vendors will not operate any motorized vehicles on Festival grounds during the Festival hours.
- Each vendor is responsible for dismantling and cleaning their booth area, and disposing of all trash properly after the Festival.
- The **Bridge Bash, Bridge Bash Task Force, Food Bank of North Central Arkansas** and its sponsors: **City of Cotter** and the **Cotter/Gassville Chamber of Commerce**, as well as any future sponsors are not responsible for any accidents, damages, or theft taking place on Festival grounds.
- If a vendor fails to comply with any of these guidelines, they may be dismissed from **Bridge Bash and future Bridge Bash events**.

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**I understand and agree to the terms and conditions set forth in the 2017 Booth Regulations & Guidelines.**

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Date

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MAIL TO: Food Bank of North Central Arkansas, PO Box 128, Norfolk, AR 72658

If you have questions concerning the above regulations and guidelines, please contact our Bridge Bash Vendor Coordinator, Tom Kiley.  
EMAIL: tkiley@live.com

Building bridges from hunger to hope

**Food Bank**  
OF NORTH CENTRAL ARKANSAS



#BRIDGEBASH2017  
#STAND4HOPE

**FOR INTERNAL USE ONLY** Date Received \_\_\_\_\_ Received By \_\_\_\_\_ Date Entered \_\_\_\_\_