

# Cadillac Area Festivals & Events

## APPLICATION / CONTRACT FORM – FOOD VENDOR

EVENT NAME: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Michigan Sales Tax#: \_\_\_\_\_ Non-Profit # \_\_\_\_\_

Person in Charge: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: (\_\_\_\_) \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Type of Product or Service you will Provide *(please offer a full description, so we can properly place you):*  
\_\_\_\_\_  
\_\_\_\_\_

### **Electric & Water hook-up is limited, first come, first serve basis:**

Electric hook-up, please note type of equipment & quantity of hook-ups needed (see Electric Rules)

- Fee: \$\_\_\_\_.00 Equipment: \_\_\_\_\_ 220 110
- Fee: \$\_\_\_\_.00 Equipment: \_\_\_\_\_ 220 110
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Water Do you need water hook-up?  Yes  No

- Fee: \$\_\_\_\_.00 Equipment: \_\_\_\_\_ 220 110

### **Space Requirements & Vendor Fee:**

Vendor fee is payable with application, it will be refunded if not accepted.

Space requirements are in increments of 10'x 24', and location is dependent on availability.

\_\_\_\_ 10x24' space fee is \$\_\_\_\_.00, payable with application in the form of a check written to CAFÉ.

\_\_\_\_ additional space is available at \$\_\_\_\_.00 per foot increment.

Deadline for application is \_\_\_\_\_. There will be no REFUNDS once accepted. Space will be contracted when the Application fee is deposited, a confirmation will be sent with set-up instructions. See rules below.

### **VENDOR RULES & GUIDELINES**

**No vendor insurance is provided** by the Event Organizer(s). Please include **general liability insurance** stating the City of Cadillac and Cadillac Area Festivals & Events as additional insured at \$1,000,000 general liability. Proof of Insurance can be faxed to 231-779-5933 with a cover sheet indicating which event it is corresponding to. The Event Organizers shall NOT be liable for loss or damage to exhibits or their contents or for any injuries to exhibitors.

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**Assumption of RISK.** All food vendors participating DO SO AT THEIR OWN RISK. The assumption of risk includes that associated with wind, rain, hail, lighting, floods, snow, and all other acts of God. Damage to property, illness or injury by vandals, fellow participants or sponsors are at the vendors own risk. The Event Organizers, City of Cadillac, sponsors, agents and volunteers shall NOT BE LIABLE for any damages to or loss of property or injury to persons, or loss of goods. There is no guarantee of placement or product sales.

**Hold Harmless Agreement/ Release of Liability.** In consideration of the Event Organizer and the City of Cadillac permitting me to participate in this event, hereby assume all risk and liability out of my participation in this event. I also agree to hold harmless and indemnify the event committee, Cadillac Area Festivals & Events, the City of Cadillac, participating sponsors, property owners, elected officials, agents, employees and volunteers from all liability or responsibility whatsoever for the injury (including death) to persons, and for any damage to property arising out of, or resulting from my participation, in this event. I further hereby remise, indemnify, agree to defend, pay on behalf, release and forever discharge said event committee, Cadillac Area Festivals & Events, the City of Cadillac, participating sponsors, property owners, elected officials, agents, employees and volunteers from any and all claims, demands and liabilities resulting or arising directly or indirectly out of my participation in the event.

**Health department approval.** Please contact Tom Reichard, at the Health Dept #10 at (231) 876-3820 for your health & safety permit. Vendors who show up without proper permits will be asked to leave the premise.

**Vendor Conduct.** The professionalism of our vendors reflects on our event, please provide well trained and respectful service providers to work our event. If vendors are found to be consuming alcoholic beverages, selling illegal product or other, your business will be immediately shut down, you will be asked to leave the area, and you will be required to remove your equipment after the close of the event that day.

**Rule Violations.** Any violation of these rules will be cause for immediate dismissal by the Event Chair, Vendor Chair or Executive Director of CAFÉ from the event and all monies paid will be forfeited.

If you have digital photos of your business, please e-mail it to the event contact below at least 2 weeks prior to the event to be added to our promotional efforts.

*I have read, agreed to and understand all rules & policy information as outlined above and specific to this event as noted below..*

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

Print Name: \_\_\_\_\_

### **Send signed form, payment and copy of insurance to:**

Cadillac Area Festivals & Events (CAFÉ is a 501C3 Nonprofit Organization)  
201 N. Mitchell Street, Suite 102, Cadillac, MI 49601

Please provide proof of Insurance no less than 30 days prior to the event, NAME as additional insured is 'Cadillac Area Festivals & Events'. Proof of Insurance can be faxed to 231-779-5933

Please make a copy for your own records ----- See event details for set-up and tear-down specifics