

Gourmet Food Vendor Application

Application Deadline – Tuesday, December 5th by 5pm – No exceptions

Please email application to Sai Powers, spowers@scottsdalearts.org

SCOTTSDALE ARTS FESTIVAL

DATES & TIMES

Friday, March 9th 10am-6pm

Saturday, March 10th 10am-6pm

Sunday, March 11th 10am-5pm

PARTICIPATION FEES:

\$850.00 — must commit to all days

Includes electrical – vendors requiring more than one outlet may be subject to additional fees

APPLICATION AND PAYMENT OPTIONS:

Full payment of the participation fee is required prior to set up on March 9th. Vendors may pay the fee in full, or break the fee into two (\$425) or three payments.

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|-----------------------------|--|
| ▪ On or before January 11th | \$350 deposit due to secure vendor space |
| ▪ On or before February 8th | \$250 payment due |
| ▪ On or before March 8th | \$250 or final payment due |

Payments to be made to: **Scottsdale Arts** via

In-Person or Mail – Cash or Check

Attn: Scottsdale Arts Festival

7380 E. 2nd Street

Scottsdale, AZ 85251

Or Credit Card (via Square Invoice))

No beverages may be sold, except for bottled water.

The bottle size must be 16.9 oz and sold for \$2.00.

You may purchase water and/or ice from our onsite Food & Beverage Team –

\$8.00 for Case of Water (35 count) \$6.00 Bag of Ice (40lb bag)

The Scottsdale Arts Festival Food & Beverage committee looks at the following criteria when selecting vendors:

- ❖ Quality of Food – We do have scouts that go out to try food on occasion
- ❖ Presentation and Professionalism of set up – Photos are important!
- ❖ Size- due to limited space – this includes your whole foot print – do you have a tent – or table that needs to sit outside or any type of large décor or awnings that we need to take into consideration.
- ❖ Sustainability/Green and/or Recycling Efforts

You will receive an email notification of being accepted or not accepted by end of day Friday, December 8th 2017.

Once your business accepts the offer, you are now in contract with the Scottsdale Arts Festival.

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RULES:

1. Only the products you have been contracted to sell will be allowed. Food service operators may not serve or sell beverages of any kind, with the exception of bottled water. – This includes lemonade, juice, soda...Scottsdale Arts is a non-profit organization and we sell lemonade, as well as, other beverages throughout the festival grounds and this is a major part of our fundraising efforts. Thank you for your understanding.
2. Proof of general liability insurance, including product liability insurance, with a minimum value of \$1,000,000 (one million dollars) is required. Your insurance provider must complete the certificate as follows: The Scottsdale Cultural Council and the City of Scottsdale are named as additional and primary insured. A copy of the certificate of insurance must be received prior to set up. If a complete certificate is not on file, you will not be permitted to operate your booth and all deposits and fees will be forfeited.
3. Food service operators are required to be set up by the opening of Festival each day and to remain open until Festival close each day. The Festival continues rain or shine.
4. All Arizona State Board of Health codes and all Scottsdale fire code regulations must be followed, along with a Temporary Food Service Special Events permit, Mobile Food Unit permit or Catering Permit.
5. Valid City of Scottsdale and State of Arizona tax licenses are required to collect and pay appropriate sales tax.
6. Each assigned space and the Civic Center Mall area must be left in the same condition in which it was found. All waste must be disposed of properly. If not, the food service operator will be responsible for compensation to the Scottsdale Arts in the amount required to return the area to its original condition.
7. The decision to cancel the Scottsdale Arts Festival due to inclement weather during the event will be made by the President and CEO of the Scottsdale Arts. If canceled, the Scottsdale Arts will not be held responsible for any cost(s) or loss of potential earnings incurred by food service operators. However, in the event of a full cancellation of the Scottsdale Arts Festival, all fees will be refunded.

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- ❖ Presentation and Professionalism of set up – Photos are important!
- ❖ Size- due to limited space – this includes your whole foot print – do you have a tent – or table that needs to sit out side or any type of large décor or awnings that we need to take into consideration.
- ❖ Sustainability/Green and/or Recycling Efforts

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Release/Booth Regulations

I hereby release and discharge the Scottsdale Arts (Scottsdale Cultural Council), the Scottsdale Center for Performing Arts and the City of Scottsdale, its officers, employees and volunteers, and all sponsoring organizations and their directors from any responsibility, personal liability claims, loss or damage arising out of or in conjunction with my participation in the 2018 Scottsdale Arts Festival. Scottsdale Arts (Scottsdale Cultural Council) will not be responsible for any injury sustained by food vendor and its employees or guests while within the space designated for food service operation.

I hereby apply to be a food service operator and agree to abide by the rules and regulation outlined in this application.

Name of Business

Contact

Date



LAST Name

FIRST Name

Business Name

Street Address

City

State

Zip Code

Phone Number

E-mail Address

To help us better serve your electric needs, please select your exact requirements below:

- 110v - Based on equipment checked below, we will provide adequate power
- 220v - 30/50 Amp Outlet – **IF YOU HAVE A 220V PLUG A PHOTO MUST BE ATTACHED**
- Overnight Power (You must request overnight power now. We will not be able to accommodate this need the day of the event, if you have not previously ordered it)
- I do not require any power

Due to the high volume of vendors and limited power available, please check which of the following you will be using: **BE SURE TO SPECIFY QUANTITY AND WATTAGE OF EACH ITEM CHECKED!**

- | | | |
|---|----------------------|--|
| <input type="checkbox"/> Cash Register – | Fill out only if set | <input type="checkbox"/> Stock Pot – |
| <input type="checkbox"/> Freezers – | outside of truck | <input type="checkbox"/> Electric |
| <input type="checkbox"/> Hot Dog Cookers – | | <input type="checkbox"/> Propane |
| <input type="checkbox"/> Hot Plates – | | <input type="checkbox"/> Ovens – |
| <input type="checkbox"/> Warming Lamps – | | <input type="checkbox"/> Fryer – |
| <input type="checkbox"/> Ovens – | | <u>YOU MUST DISPOSE OF OWN COOKING OIL OFFSITE</u> |
| <input type="checkbox"/> Electric | | <input type="checkbox"/> Refrigerator – |
| <input type="checkbox"/> Propane | | <input type="checkbox"/> Sink Pumps – |
| <input type="checkbox"/> Electric Hot Box – | | <input type="checkbox"/> Microwave – |
| <input type="checkbox"/> Crock Pot – | | <input type="checkbox"/> Fans – |
| <input type="checkbox"/> Grill – | | <input type="checkbox"/> Coffee Makers – |
| <input type="checkbox"/> Electric | | <input type="checkbox"/> Lighting/décor requiring electric – |
| <input type="checkbox"/> Propane | | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Griddle – | | |

Additional comments: