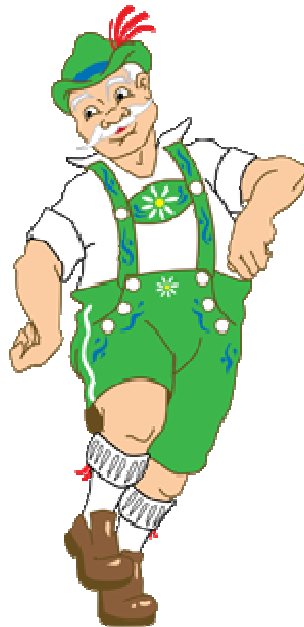


**Onslow Oktoberfest 2010
Food Vendor Application**



**Saturday, October 23, 2010
10:00 am -9:00 pm
Riverwalk Crossing Park
Jacksonville, NC**

**Benefiting Onslow Community Outreach
which operates the local**

Homeless Shelter • Soup Kitchen • Volunteer Center
Free Medical Clinic • Christmas Cheer Program

910-388-7610
onslowoktoberfest.org



Onslow Oktoberfest, October 23, 2010 Food Vendor Registration/Contract Form

FOOD REQUIREMENTS

1. Food vendors **MUST** obtain permits from Onslow County Health Department. Food sites will be examined and must receive a permit prior to the event. Food vendors will be examined throughout the festival day. Please direct temporary food permit questions to:
Onslow County Health Department
312 College Street, Jacksonville, NC 28540
Phone: 910-938-5851
Karen Furey, ext 3054 or Sandra Saunders, ext 3059
2. All food vendors must prominently display Health Department permits. Permits must be displayed on the front of the booth in a highly visible spot during festival hours with all menu items and prices.
3. Vendors may only sell food items permitted by the **Onslow Oktoberfest** Committee. **FOOD VENDORS ARE PROHIBITED FROM SELLING ANY KIND OF BRATWURSTS.** Bratwursts, beer, and refreshments will be sold by the **Onslow Oktoberfest Committee** in the German Food Tent.
4. Food vendors must supply the **Onslow Oktoberfest** committee with proof of Comprehensive General Liability Insurance and Product Liability with a minimum limit of \$500,000. Vendors must also show proof of a Tax Identification Number. Both items must be provided with application.
5. Per the Current National Electric Code (NEC), all temporary wiring installations shall be provided with ground-fault circuit interrupters (GFCI). This means all available receptacles at the festival will be GFCI protected. All vendor wiring, including drop cords, should be checked for proper polarity and continuity of ground conductors. Please test all your equipment before arriving at the festival, as no exceptions will be made.

REGULATIONS

1. Food vendors must include total space needed including trailer with tongue, canopies, counters, etc. that extend on either end of the space. Your concession may not be longer than the length specified on the application otherwise you may not be able to set up in your assigned spot, and placed in another location. Vendors must keep within their assigned space and not infringe upon neighbors space, sidewalks, grass, etc.
3. All vendors are required to supply their own tents, tables, chairs, extension cords, etc.
4. Electrical outlets are extremely limited and will require an additional charge of \$50.00. Electrical outlets are assigned on a first come first serve basis, but cannot be guaranteed. If you require power, you must pay in advance. The cost is \$50 for one electrical drop cord to your site. You should bring a heavy duty 10 or 12 gauge (100' minimum) electrical cord with you. These cords need to be 3 wire and in good condition. Each exhibitor is responsible for securing their electrical cords in a manner that will prevent the possibility of injury. In order to ensure adequate power you **must** provide the **TOTAL voltage and number of amps your equipment draws with this application.** Please include all types of equipment you will be using. Power strips are not allowed.
5. Booths must be neat in appearance and not distract from your neighbors display. Booths must be manned at all times.

6. Vendors are encouraged to bring their own garbage containers for their work area. **Do not pour grease, oil, dirty water, food debris, or other waste on the ground, in public trash containers, or down street sewer pipes.** It is the responsibility of each vendor to handle his or her waste in a proper manner. Further instructions will follow on this issue. Potable water will be available at a central location.
7. Vendors are required to handle their own NC sales tax.
8. Applications received before June 15, 2010 will receive a \$20 savings on their booth space. **There will be a \$30 service charge on all returned checks and/or credit card transactions.**
9. **No refunds will be given once application is accepted.** Rejected applications will receive a full refund.

GENERAL INFORMATION

1. **Onslow Oktoberfest** will be held in Jacksonville, NC downtown at Riverwalk Crossing Park. The event is a one day event on October 23, 2010. Event hours are 10:00 am until 9:00 pm. Vendors will have the option to stay until 6:00 pm or 9:00 pm. You must indicate the time you will be leaving on your application so we can place your booth accordingly. **This event will proceed rain or shine, so plan accordingly.** Vendor understands that payment in full is required with this registration form.
2. Applications will be accepted on a first come first serve basis. **Onslow Oktoberfest 2009 vendors** will be given priority placement if 2010 application is received by April 30, 2010. All other 2009 vendors will need to submit a 2010 application and space assignments are selected randomly.
3. Electrical outlets are extremely limited and will require an additional charge of \$50.00. Electrical outlets are assigned on a first come first serve basis, but cannot be guaranteed. If you require power, you must pay in advance. The cost is \$50 for one electrical drop cord to your site. You should bring a heavy duty 10 or 12 gauge (100' minimum) electrical cord with you. These cords need to be 3 wire and in good condition. Each exhibitor is responsible for securing their electrical cords in a manner that will prevent the possibility of injury.
4. Onslow Community Outreach, BOLD, our sponsors, and volunteers are not responsible for personal injury, damage or loss of merchandise or personal property while exhibiting at the festival. Onslow Community Outreach retains the right to refuse a vendor or remove a vendor from the Festival. We guarantee no exclusivity of product. Businesses and Politicians must have a booth in order to distribute information at the festival. All vendors must read the vendor information packet and by signing this form agree to abide by the rules set forth by the 2010 **Onslow Oktoberfest** committee.
5. Setup time for all vendors is Saturday morning starting at 7:00 am and must be completely set-up by 9:30 am. Food vendors must be completely set-up by 8:45 am in order for Onslow County Health Department to conduct inspections and issue permits. Please see that the Onslow County Health Department application is included on our website onslowoktoberfest.org
6. Information regarding space assignment, parking, and set-up/break-down times will be emailed (mailed if requested) prior to the event. In the meantime, questions should be directed to:

Anna Stanley, Festival Coordinator

Phone: 910-388-7610

Fax: 910-455-4240

Email: oktoberfest@onslowco.org

Onslow Oktoberfest, October 23, 2010
Food Vendor Registration/Contract Form
\$20 DISCOUNT IF PAID BY 6-15-10

Organization Name/Type: _____
 Contact Person: _____
 Mailing Address: _____
 City, State, Zip: _____
 Daytime Phone: _____ Cell Phone: _____
 Email: _____

Please attach a complete list and description of your menu items. Please specify the top three main entrée items you would prefer to sell.

EQUIPMENT SPECIFICATIONS

Overall length: _____ Overall width: _____ Total Space Required: _____

Please list ALL equipment you will use, the TOTAL voltage and number of amps each equipment draws.

<p style="text-align: center;">Booth Rates</p> <p>_____ Food Vendor \$150</p> <p>_____ Electrical \$50</p> <p>**Please note that the Onslow Heath County Department has an application form and fee of \$75</p>	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 80%;">Item</th> <th style="text-align: right; width: 20%;">Amps</th> </tr> </thead> <tbody> <tr><td>_____</td><td style="text-align: right;">_____</td></tr> <tr><td>_____</td><td style="text-align: right;">_____</td></tr> <tr><td>_____</td><td style="text-align: right;">_____</td></tr> <tr><td>_____</td><td style="text-align: right;">_____</td></tr> <tr><td>_____</td><td style="text-align: right;">_____</td></tr> <tr> <td style="text-align: right;">Total Amps</td> <td style="text-align: right;">_____</td> </tr> </tbody> </table>	Item	Amps	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	Total Amps	_____
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Please indicate the time you are departing the festival 6:00 pm 9:00 pm

Please include payment for total amount due including electrical fees. You may pay by check or credit card. Payment will be deposited upon receipt. **There will be a \$30 service charge on all returned checks and/or credit card transactions. No refunds will be issued, except for rejected applications.**

Make checks payable to: Onslow Community Outreach

Payment by: MasterCard Visa American Express Discover

Account Number _____ Expiration Date: _____

Name on Card _____ Card Owner's Signature _____

Submit online to onslowoktoberfest.org or Return Form and Payment to: Festival Director
 Mail to: 159 Aldersgate Rd. Jacksonville, NC 28546 or
 Fax to: 910-455-4240

The undersigned has read and agrees to abide by all the requirements and regulations. The undersigned further agrees that all the information provided in the application is true. Failure to abide by requirements and regulations will result in rejection from festival and exclusion from future events.

Signature _____ Date _____