

# 2024 Clearwater Fall Festival

## Food Vendor Form




Friday October 4<sup>th</sup> 5p-10p  
 (Optional to set up for lunch on Friday)  
 Saturday October 5<sup>th</sup> 11a-10p

**Business Name:** \_\_\_\_\_  
**Contact Person:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
 \_\_\_\_\_

**Phone #:** \_\_\_\_\_  
**Email:** \_\_\_\_\_  
**Website/Facebook Page (this will be advertised):** \_\_\_\_\_

**Vehicle Description Dimensions/make/model (trailer size with attachments)** 

**How does your facility need Kansas Health Code requirements for proper temperature storage, food handling/preparation and cleanliness (hand and utensil washing)?** 

**Water Needed (additional \$25)?** 

Yes  No

**Electrical Requested: \*spaces are limited and \$25 charge.**

Yes/No	AMPS	VOLTAGE

**It is mutually agreed with the two parties that:**

- Booth location will be designated by The City of Clearwater.
- Concessionaires must have signed contract prior to setting up.
- Concessionaire will be in operation during the festival hours and cannot leave once set up:  
 Friday, October 4<sup>th</sup>, 2024 – 5pm to 11pm  
 Saturday, October 5<sup>th</sup>, 2024 – 10am to 11pm
- Concessionaire is responsible for keeping the festival ground clear of litter within a 10-foot radius of booth. The disposal of Concessionaire waste (grease, food preparation waste, etc..) will need to be disposed of in the open top dumpster provided by the Fall Festival.
- All supplies must be contained with fencing or screening around the booth.
- Water hoses should be well maintained and not leaking. Bins/barrels in which drinks are iced-down must be drained to prevent excessive ice-melt and runoff in the food area walkways.
- Vehicles are prohibited in the food vendor area during festival operation hours; however, push carts or golf carts can be used to move supplies in and out of the area. Carts of any kind will **NOT** be provided by the Fall Festival.
- Concessionaire must sell **ONLY** the food items that are on the menu submitted. Changes to the menu must be approved by the vendor coordinator.
- Signage must promptly display the contracted food items **ONLY** and reflect correct prices for the products. Price may not be raised during the festival.
- The festival is an outdoor event, and the food concessions will remain in the Clearwater city park, rain, or shine.  
 Security will be provided in the park, but you as a concessionaire shall assume all risk and release to the

- City of Clearwater/Clearwater Fall Festival from any liability for any injuries or damages to yourself, your employees or others which may occur because of the performance of your duties under this contract.
- Concessionaire must provide the Clearwater Fall Festival with a **certificate of insurance** for your insurance carrier listing the **Clearwater Fall Festival as an additional insured**, and indication general liability limits for premises and operations as well as product liability.
- Sales Tax Id/Special Events Sales Tax ID must be displayed during The Festival. All federal, state, and local laws governing retail sales tax must be followed.
- For vendors with similar menu items, applicants will be chosen based on when the application was received.
- The fee for the 2023 Clearwater Fall Festival will be \$175. There will be an additional charge of \$25 for electricity and water.

**Please return the following by September 1<sup>st</sup>, 2024:**

- Signed and Completed Application
- Photo of vehicle, trailer and/or booth including any attachments. (Awnings, tents, etc.)
- Menu
- Certificate of Insurance
- Food Vendor License (Copy)
- Sales Tax ID (Copy)
- Check for \$175 + water &/or electrical, if applicable, to:  
 Food Coordinator  
 Clearwater Fall Festival  
 P.O. Box 453  
 Clearwater, KS 67026  
 Concessionaire Signature

Fall Festival approval: \_\_\_\_\_ Date approved: \_\_\_\_\_

By Signing you agree to the terms of this document.

**\*\*Please retain a copy of this form for your records.**