



# The 35th Annual Fayetteville Dogwood Festival

April 28-30, 2017

## FOOD VENDOR APPLICATION FORM – DEADLINE February 9, 2017

(Please print all information. We cannot process non-legible applications)

Date of Application: \_\_\_\_\_

Please check one:  New Vendor  Past Vendor *Most recent year* \_\_\_\_\_

Booth Name: \_\_\_\_\_

Exhibitor Contact Name: \_\_\_\_\_

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

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

Daytime Telephone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

NC Department of Revenue Sales & Use Tax ID Number: \_\_\_\_\_

How did you hear about our festival: \_\_\_\_\_

**Only the \$25 non-refundable processing fee is due now. This fee is in addition to the booth rental fee. Make checks payable to the Fayetteville Dogwood Festival.**

Are you interested in participating in the *Healthy Options* program?  yes, send me more info  no

Booth rental fees will be required at the time of your contract/acceptance

*Please specify the size booth you wish to rent:*

- Commercial 20x20 canopy space = \$1800
- Commercial trailer \$1800 up to 20 feet Commercial
- trailer \$2100 **OVER 20 feet**

The following information is required:

Trailers serve on driver's side or passenger side (check one) Length of trailer including tongue and any other extensions \_\_\_\_\_ Width of trailer including counter/roof \_\_\_\_\_

- Commercial 10 x 10 space (canopy or pushcart)= \$1000

How long does it take to set up your booth? \_\_\_\_\_

How many and what type of vehicles are involved in your load-in/set up process?  
\_\_\_\_\_

All equipment, inventory and personnel must stay within designated space.

PLEASE NOTE: NEW for 2017 Storm Water Management inspectors for the City of Fayetteville will be on site prior, during and after the festival. The vendor will be held liable for any grease spill on or around your vehicle including at the point of sale, on the concrete or in the grass. Mats, tarps, or other coverings must cover the entire area of your location. All vendors must have all of their supplies and equipment within the space that is supplied for the festival. Failure to do so may result in ejection from the festival without refund. Please be prepared to serve customers only from the front of your truck/trailer. Grease disposal is the responsibility of the vendor and must be removed from the festival by the vendor. It cannot be left at the festival or disposed of in storm drains. Failure to dispose of grease properly will mean a possible fine from Storm Water Management and non-acceptance to the festival in the future.

\*\*\*A \$150 refundable deposit is required with the payment of booth fees upon acceptance. It will be refunded after a DF board member and Storm Water inspector has reviewed the space for grease splashes/spills, trash or other items on the ground.

Applications accepted by mail or hand delivery only, and they must be received in Festival office by 5 PM on

Thursday, February 9, 2017

**APPLICATIONS ARE NOT ACCEPTED WITHOUT PHOTOS!**

**ITEMS TO BE SOLD:** Applicants go through a selection process and we do our best to ensure that each vendor is offering unique items. **VENDORS WILL BE ASKED TO REMOVE ITEMS NOT APPROVED FROM ORIGINAL LIST.** Please be specific in listing all items you intend to sell (i.e. Hot Dogs, Turkey Legs, Funnel Cakes, Pizza). Vendor selections are based upon this information. In an effort to better serve our community with variety during the show, we will forward a complete list of the **specific** items that have been approved to be sold (along with any items that were not) from the **detailed** list that you provide. **Please refrain from using words like misc., etc., or other generic words to describe your items.** Attach an extra sheet if more space is needed.

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Specific prices for all items intended to be sold: \$ \_\_\_\_\_

**Electricity: \$40 fee – add to booth rental fee at time of your contract with the Festival**

List of equipment and voltage/amps; specify exactly what equipment is required for the items you are preparing and the required amps; the Festival staff uses this information for layout and cannot accommodate any deviation: \_\_\_\_\_

- Soft drinks and other non-alcoholic beverages may be sold by vendors; soft drinks must be official sponsor brand of the Festival- PEPSI. Pepsi product, water and ice must be purchased from the Dogwood Festival.
- Food vendors must abide by NC Health guidelines and will be inspected prior to opening. For more information contact Cumberland County Health Department at 910-433-3660.
- Subject to Fire Marshal regulations.

**PICTURES: Color pictures required, size no smaller than 4x6. Close-up photos of individual food items and booth setup must be included with all applications, even if you have been a past vendor. Applications will not be considered without pictures.** The Fayetteville Dogwood Festival, Inc. will be unable to return your pictures. All pictures and product samples received become property of the Fayetteville Dogwood Festival.

CATEGORY: Please check the category/categories that best describes your booth.

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Gyros         | <input type="checkbox"/> Hamburgers, hot dogs | <input type="checkbox"/> Pizza           |
| <input type="checkbox"/> Barbeque      | <input type="checkbox"/> Drinks               | <input type="checkbox"/> Other (specify) |
| <input type="checkbox"/> Fries, onions | <input type="checkbox"/> Desserts             |  |

RETURN THIS APPLICATION, PHOTOS, SELF ADDRESSED STAMPED ENVELOPE AND PROCESSING FEE TO:

<b>MAIL:</b>	Fayetteville Dogwood Festival PO Box 1321 Fayetteville, NC 28302	<b>E-MAIL:</b>	<a href="mailto:ssuggs@faydogwoodfestival.com">ssuggs@faydogwoodfestival.com</a>
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Deadline: February 9, 2017 no later than 5 pm

**For the convenience of our Festival's patrons, all food vendors are highly encouraged to accept credit and debit cards.**

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. THIS IS AN APPLICATION AND **NOT A CONTRACT**. THE FAYETTEVILLE DOGWOOD FESTIVAL, INC. RESERVES THE RIGHT TO DECIDE WHICH APPLICATIONS TO ACCEPT. YOU WILL BE NOTIFIED BY MAIL OF THE DECISION OF THE SELECTION COMMITTEE CONCERNING YOUR APPLICATION ON OR BEFORE THE 2<sup>ND</sup> WEEK OF MARCH. **ONCE A CONTRACT IS SIGNED AND RETURNED TO THE FESTIVAL OFFICE, THIS APPLICATION WILL BECOME PART OF THE CONTRACT AND IS BINDING.** SIGNING BELOW ACKNOWLEDGES YOUR ACCEPTANCE OF THE ABOVE CONDITIONS. **APPLICATIONS MUST BE SIGNED AND DATED.**

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

# Vendor Application Check List

**Incomplete applications will be returned.**

Did you include?

- Completed and signed application
- Payment - \$25.00 Non-refundable processing fee
- Self-addressed stamped envelope
- List of items with prices
- Photos
- Electrical request

If not your application will not be accepted!

**Applications must be received by  
Thursday February 9, 2017. This does not  
mean post marked – must be in our office  
on the 9th by 5PM. NO EXCEPTIONS!**

