



FOOD VENDOR APPLICATION

hollydickensfestival.org

**Business Name:** \_\_\_\_\_

**Your Name:** \_\_\_\_\_

**Federal Tax ID:** \_\_\_\_\_

**Phone: (h)** \_\_\_\_\_ **(C)** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

**Website:** \_\_\_\_\_

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

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

**Are you currently doing business in the Village or Township of Holly?** \_\_\_\_\_

**Festival Dates**

**November 25<sup>th</sup>, 26<sup>th</sup>, December 2<sup>nd</sup>, 3<sup>rd</sup> and December 9<sup>th</sup>, 10<sup>th</sup>**

November 24<sup>th</sup> is the opening ceremony; there will be no fee for vendors setting up on this date.

Those Food Vendors who commit to all three weekends will be considered a priority.

**Food Vendor fees**

**Booth Space is \$300.00 for entire festival. Fees are nonrefundable. Spaces are approximately 10FT X 10FT.**

**Electrical 110 power is available for an additional \$100 per outlet.**

**Vendor must provide own water supply.**

\_\_\_\_ **Completed application**

\_\_\_\_ **Space requirements/footprint diagram with measurements**

\_\_\_\_ **Generator Information**

\_\_\_\_ **A photo of booth, truck, trailer, etc. and include the style of signage you plan to use at the event (for advertising/promotion purposes).**

\_\_\_\_ **A description of your food menu including beverages. A copy of your menu with pricing must be attached to this application. (You may attach additional information to this application, if desired.)**



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**SIGN & RETURN THIS COPY WITH APPLICATION!**

1. The Dickens' Festival will be held on November 24<sup>th</sup> (opening ceremonies), 25<sup>th</sup>, and 26<sup>th</sup>, December 2<sup>nd</sup>, 3<sup>rd</sup> and 9<sup>th</sup> and 10<sup>th</sup> 2017, regardless of the weather.
2. A fully executed application, including all required documents and payment of food vendor's fees must be received by Dickens' Festival November 15, 2017.
3. To keep a common theme for the Dickens' Festival, all vendors must dress to time period of 1850 to 1870. To find examples of time period clothing, visit [www.hollydickensfestival.org](http://www.hollydickensfestival.org).
4. You will receive written notification of your application status by November 15, 2017. There will be no refunds after the notification date. Cancellations after this date are non-refundable. If your application is not accepted you will receive written notification and your checks will be returned. No refunds will be given due to the cancellation of the event by an act of god, local authorities, or a weather related incident.
5. All food vendors must provide a valid Oakland County Health Department permit. A copy of the paid permit must be provided to Dickens' Festival. Vendor Booth will be inspected by an inspector of the Oakland County Health Department prior to the event. Vendors are required to properly display licenses at their booth. All fire codes, laws, ordinances, and regulations shall be strictly observed. Vendors closed by an inspector will not be refunded. Failure to supply a health permit may result in your termination without refund.
6. Vendor must provide a menu with pricing, a food picture if available, and a picture of the concession unit coming to the Dickens' Festival. Food offerings shall be limited to those listed on the menu.
7. The Dickens' Festival will assign your location. Once assigned your space, movement will not be permitted. You must set-up within the allotted time periods only. Vendor must park in designated areas only.
8. Vendor must be open for business from start of event until the close of the event each day.
9. Vendors who have paid for electricity are responsible for supplying their own extension cords. The cords must be damage free, heavy duty, three prong grounded, outdoor rated, and a minimum of 100 ft. long. You will be responsible for all electrical cords leaving your unit, covering them securely with electrical tape or cord covers. All generators must be noted on your application, and must be approved by The Dickens' Festival.
10. Vendor will supply proper sanitary water hoses, connections, and valves. Vendor will be responsible for all water leaving the unit. Water must be contained, and cannot create any outside accumulation.
11. All heating elements such as cooking and warming surfaces must be located out of reach to the public.



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12. Vendor will keep their location and surrounding area clean, and free of litter. All inventory and boxes must be contained in your area or trailer, it cannot be set on the grass, sidewalks or outside your booth. The Dickens' Festival will not tolerate dumping of any kind, except into the dump sites provided.
13. Vendor must immediately notify The Dickens' Festival staff of any injuries or accidents to persons or property during the event, by calling George Kullis 248-431-1894.
14. Consumption, promotion or possession of alcoholic beverages, foul language, posing a threat to the safety and welfare of attendees, or the violation of any stated rules or actions deemed inappropriate by The Dickens' Festival, will be cause for immediate removal from premises and denial of future participation in the event.
15. The Dickens' Festival and its sponsors, members and participants, assume no liability for loss or damage to a vendor's wares or property. The vendor hereby waives any claim for loss or damage to his/her property.
16. The Dickens' Festival may at any time cancel rights granted to the vendor in the event that the vendor breaches this agreement, or fails to abide by all rules & regulations instituted by The Dickens Festival. This includes revoking the ability to set- up, expulsion from the show, and no refund of food vendor fee.
17. Vendor agrees that this agreement is not transferable and may not be assigned to another party.
18. Vendor further agrees that they will comply with all laws, rules, regulations, and ordinances of all governmental agencies, and all other authorities having jurisdiction at the event.
19. Vendor shall pay all sales taxes or any other tax required by the Village, state, or federal taxing authority.

I have read, understand, and agree to abide by all Dickens' Festival Rules & Regulations.

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SIGNATURE

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DATE

If you have any questions Email us at [Vendors@hollydickensfestival.org](mailto:Vendors@hollydickensfestival.org), or call John latonna (248)390-7485.

Make a copy of this application for your records.

Please mail application to: Dickens Festival Vendor Application 300 EAST ST. HOLLY, MICHIGAN 48442

Make checks payable to The Holly Dickens Festival.