



# Food Vendor Contract

**Must provide:** Own signage, own water supply (water will not be available), own health permit, and proof of insurance.

**Additional info:** 440-942-1632 or nikki@willoughbyareachamber.com

**Date:** July 21, 2012

**Time:** 10:00AM – 5:00PM

**Place:** Downtown Willoughby

**Cost:** \$175 per 10' x 10' space, \$30 for electricity. Total payment due with application.

**Payment due:** Must be received by April 15, 2012 to confirm location assignment. Total payment due with application.

**Setup time:** 7:00AM – 10:00AM (please be ready to serve by 10:00AM)

**Close-down time:** 5:00PM (booth must remain open and staffed for the duration of the show)

- Attention will be paid to location preference but no guarantee will be given. All locations at the show are considered "prime".
- All food vendors will be subject to committee approval.
- Duplication of products is at the discretion of the committee. You may be asked to delete or substitute items as a condition of acceptance.
- Applications will be reviewed on a first-come, first-paid basis. All checks returned for NSF are subject to a \$35.00 fee.
- Bottled water will be sold by the Chamber as a fundraiser - therefore it is requested that you do not sell this item.
- First time applicants must include a photo of your booth as set up.
- There are no guarantees on the amount of sales any food vendor will make.

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**MAIL TO:**  
Willoughby Area Chamber of Commerce  
Artsfest Committee  
28 Public Square  
Willoughby, Ohio 44094

- PLEASE NOTE:**
- All Deposits Are Non-refundable
  - All Assignments Are Final
  - Event Is Rain or Shine

Print Name and/or Company .....

Print Address (with zip code) .....

Day or Evening Phone # .....

Email Address .....

Signature Required .....

Size of Space Required  10x10  10x20

Please list all items you COULD provide on the reverse side of this panel OR on a separate sheet of paper with your company's name.

**Check Box if Electricity Required:** Must specify the type of electrical connection required. Please note that you are responsible for bringing all cords and any special electrical equipment required.  110 Volts  220 Volts

- Vendors requiring standard 110 volt connection need standard 3-prong grounded plug.
- Vendors requiring 220 volt connection will need a 125/250 volt - 50 amp plug (similar to a Leviton #CS63-65C, see photo).

<b>FOR OFFICE USE ONLY:</b>	
Booth check # _____	Electricity (Y/N) _____
Amount _____	Elec. check # _____
	Amount _____

Example of 220 volt connection

