

COTC
USE ONLY
Date Received



FOOD VENDOR APPLICATION & CONTRACT
SHOW DATE: Saturday, December 8, 2018, 10:00 a.m. – 6:00 p.m.
SET-UP TIME: Friday, December 7, 2018 5:00 p.m.-7:00 p.m.
Saturday, December 8, 2018, 7:00 a.m. - 9:00 a.m.
APPLICATION DEADLINE: November 30, 2018

Amount
Check - Cash

DISPLAY MUST REMAIN INTACT UNTIL 6:00 P.M. ON SATURDAY

(PLEASE PRINT CLEARLY)

Name:	
Business Name:	
Mailing address:	
City, State, Zip:	
Phone #:	Cell #:
Email:	
Food:	Price range:

(attach separate menu if needed)

BOOTH SPACES AND FEES

Concessions are open to local non-profit organizations, civic groups, churches and schools only. Sub-contracting with a commercial concession operator is prohibited. Space is approximately 10ft. x 10ft. **Please return a photo of trailer/tent and menu for approval with application.** We try not to have any particular foods sold by more than two vendors. Space is limited. **Acceptance will be influenced by timely receipt of this form with payment.** Food Safety Guidelines from the Elmore County Health Department are attached. It is very important to comply with all regulations. Exhibitors must realize this is an outdoor show; level ground cannot be guaranteed and weather can be uncooperative. **THIS IS A RAIN OR SHINE EVENT WITH NO REFUNDS GIVEN AFTER YOUR ACCEPTANCE.** All vendors must use limited electricity or be self-contained. Vendors are responsible for their own banner and tent.

Vendors must remain set up from 10:00 a.m.-6:00 p.m. NO vehicles will be permitted back on-site until fireworks are concluded.

Please note: The food vendor area will be located throughout Gold Star Park.

_____ Number of booth spaces needed at **\$50.00** per booth
(10x10 space)
_____ Number of booth spaces needed at **\$75.00** per booth
(with electricity)

Make checks payable to **Christmas on the Coosa (COTC)**
and mail with completed form to:

If electricity is needed, **one (1) 120v outlet**
will be provided. If more is needed, a quiet generator may
be used. Limited electricity available.

Christmas on the Coosa
c/o City of Wetumpka
P.O. Box 936
Wetumpka, AL 36092

Tent _____ Trailer _____ (size)
Total enclosed \$ _____

Digital Images can be emailed to:
kellis@cityofwetumpka.com

Have questions?

Call Kathy Ellis at 334-567-1300 for information or
kellis@cityofwetumpka.com

AGREEMENT

Food Vendors must remain set up from 10:00 a.m.- 6:00 p.m. on Saturday. All Health Department guidelines should be adhered to at all times. Applicant shall indemnify and hold harmless the Event, its agents and employees and assigns from and against all losses, costs, damages, expense and liability caused by an accident or other occurrence in bodily injury, including death, sickness and disease to any persons, or damage or destruction to property, real or personal, arising directly or indirectly from operations, products or services rendered under this contract. I, the undersigned, agree to abide by all Rules and Regulations set forth in this Event application. By signing below, I agree to consider this application a commitment and realize that no refunds will be made for cancellations.

Signature

Date

RULES AND REGULATIONS

- **Concessions are only open to local non-profit organizations, civic groups, churches and schools. Sub-contracting with a commercial concession operator is prohibited.**
- Christmas on the Coosa is family oriented. All exhibits must be in keeping with this atmosphere.
- Food Vendors are responsible for maintaining and leaving their assigned areas free of trash, and in otherwise good condition.
- All Health Department regulations should be adhered to at all times. Attached are the guidelines for temporary events.
- 10x10 space is \$50 (nonrefundable) and \$75 (nonrefundable) for electricity. There are limited spaces with access to electricity.
- If electricity is required, **one** 120v outlet will be provided.
- Registration will be located at 212 S. Main St., Wetumpka, AL 36092. Upon arrival, an event official will show you to your space. Space assignments shall be mailed as spaces are assigned.
- Vendors are responsible for the collection and payment of all sales tax. Wetumpka's sales tax rate is 9%. For more information on filing, call (334) 242-1490 or go to www.revenue.alabama.gov.
- Only the City of Wetumpka/Christmas on the Coosa is permitted to sell t-shirts, sweatshirts, balloons and caps bearing the Event logo. Any other similar item sold/given away by any other organization during the Event shall be confiscated.
- Christmas on the Coosa/City of Wetumpka will not be responsible in any way for any theft or damage to the exhibit or equipment or any other property belonging to Vendor or Vendor's employees who are participating in the Event or for any theft or other loss of Vendor's proceeds or receipts from his/her/its participation in the Event.
- All vehicles must be removed from the exhibit area within the park as soon as unloaded.
- **No vehicles will be allowed onsite until 6:00 p.m. or after the fireworks.** We also ask that you be extremely careful and aware of pedestrians during break-down.
- Registration will begin on Friday from 5:00 p.m. – 7:00 p.m. and Saturday at 7:00 a.m. No one will be allowed to check in after 9:00 a.m. without approval from Event Officials.
- Failure to comply with the rules and regulations set forth herein shall be grounds for removal from the Event. No refund shall be provided for such removal.
- Please return a photo of trailer/tent and menu for approval with application.
- All display equipment and materials must be furnished by the exhibitor.

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- Vehicles will have limited access to exhibit area, therefore exhibitors should be prepared to carry materials and equipment a short distance. Vehicles will be allowed to unload at exhibit space but should be removed immediately.
- Each exhibitor will have one parking pass. NO EXCEPTIONS.
- **No Request for specific booth/space shall be honored.**
- **No request for giving away items that may compete with exhibitors will be allowed.**
- Although we try not to have one particular food sold by more than 2 vendors, **requests for exclusive items or categories will not be taken.**
- In the event of cancellation due to weather, refunds will not be made.
- Vendor permits will be issued at check-in and must be displayed.
- All fees and applications must be paid by Friday, November 30, 2018.
- **No electric or space heaters, computers, golf carts or ATVs will be allowed.**
- Christmas on the Coosa is an official function of the City of Wetumpka. For additional information, contact Kathy Ellis at kellis@cityofwetumpka.com or (334)567-1300.

You will receive an acceptance letter prior to the event. Do not call for space assignments. Space assignments will be given upon arrival.