

Frogtown Crawfish Festival 2018

Friday, May 11, 2018, 6:00 PM-11:30 PM
Saturday, May 12, 2018, noon-11:30 PM:
1000 Bay Ave, Columbus,GA 31901 (Woodruff Park)

Concessionaire/Exhibitor Application

We will let you know by email within a week if you are accepted. We must receive payment in full for your booth before you are secured a spot. **PLEASE READ THE APPLICATION COMPLETELY. Make checks payable to Jon Saunders. VENDOR BOOTH FEES ARE NONREFUNDABLE. NO EXCEPTIONS**

Mail application to:
Frogtown Crawfish Festival
Concessionaire/Exhibitor Coordinator
ATTN: Tracy Saunders
83 Lee Rd 552
Smiths, AL 36877
706-905-2614
Skybarllc1@aol.com

Please print clearly:

Exhibitor/Contact Name: _____ Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Cell: _____

Email Address (must have): _____ Website: _____

Category or Medium (please list exactly what you are selling):

*Exhibitors in each category are limited. Apply early for best opportunity of acceptance.

*Provide images via email, CD, or hard copy:

--Non-Food Exhibitors: Two photos of produced works and one photo of booth setup;

--Food Concessionaires: Photo of booth setup, copy of menu

BOOTH SPACE:

- Each exhibitor space is 10 x 10 feet. Additional space must be purchased if needed.
- Exhibitor is responsible for all tents, tables, chairs, skirting, cash for making change, and all necessary display materials and apparatus for operating booth.
- Space is available on a first come first served basis at the discretion of the event committee. **Space fee is non-refundable** unless the committee declines your application, in which case a full refund will be provided.
- Unacceptable behavior or failure to comply with event regulations by approved exhibitors will result in booth closure with no refund.
- **All exhibitors responsible for collecting and paying local and state sales tax.**

FOOD CONCESSIONAIRES:

- Must hold an Insurance Certificate of public liability including product liability with combined liability limits of at least \$1,000,000.00 naming Uptown Columbus, Inc. and Skybar Entertainment LLC as additionally insured.
- The Health Department requires a hand wash/dry station with water and soap be immediately accessible to all working/preparing/serving any food or beverage. Hand wash is to be separate from the food prep area. **Please abide by general health department guidelines with reference to rules and regulations.**
- **Wastewater and grease disposal is the sole responsibility of the exhibitor for safe, environmentally acceptable disposal methods. There will be no dumping on event grounds. Failure to comply will result in booth closure and \$500 fine.**
- 110 volt electricity, water and post event sanitation are included in booth rental fee.
- **If you have a golf cart you may want to bring it as parking is a good distance from the site and you may need it if you need to travel back and forth for supplies.**

If you do not fill out electricity and water requirements, you will not have access. Please mark yes or no.

ELECTRICITY: 110-volt a/c power available.

Do you require electricity? YES NO

- Exhibitor responsible for 100 feet of 3 pronged extension cord. Please bring plenty of extension cord as we will not have any to loan you. **YOU ARE REQUIRED TO COVER YOUR CORDS FOR SAFETY PURPOSES SO PLEASE BRING A RUBBER MAT OR RUG TO COVER YOUR CORDS SO THAT NO ONE WILL TRIP OVER THEM**

WATER: Limited water connection available TBD by the City of Columbus

Do you require water? YES NO

- Exhibitor responsible for 100 feet potable water hose per Health Department Regulation

ACCEPTANCE:

- The Concessionaire/Exhibitor Coordinator will notify accepted participants via email with acceptance or denial and with check-in, set-up and teardown procedures. **PLEASE CHECK YOUR EMAIL FOR THESE INSTRUCTIONS. WE HAVE A LOT OF VENDORS AND EMAIL IS THE PREFERRED METHOD OF COMMUNICATION.**

- Space assignments will be provided at check-in. You will not be allowed to park at your vendor booth. Parking is available around the site but not at the site. **If you do not arrive in the designated time frame assigned for set up, you will not be allowed to set up and your vendor fee will be forfeited.**

Booth Type	Rental Fee	No. Spaces Required (10'x10' booth space)	Total
Concession/Rides/Inflatables/ Games Booth	\$350 for 10 x 10 space Skybar11@aol.com		
Arts/Crafts	\$130.00		
Business Promotion Booth	\$350.00		
Total \$ Due:			

*There will be a \$30 fee for returned checks. **Make check payable to Jon Saunders**

I understand and agree by signing below to the following terms:

- If I am applying to operate a Food Concessions booth, I must obtain licenses/permits necessary to operate concession booth and provide a copy of each to Frogtown Crawfish Festival- with completed application, proof of Liability Insurance, photos and fees.
- If I am applying to operate a Food Concessions booth, I am responsible for all food, machinery, utility hookups, and supplies, including ice.
- I will park my vehicle(s) in the designated parking area away from the event after setup.
- I must provide my own cash for making change. Change will not be made or provided by Frogtown Crawfish Festival or any other participating entities.
- Sales tax - both collection and payment - is absolutely required and my responsibility.
- I will pay all participation fees as outlined above by due date.
- I will abide by all City of Columbus laws and ordinances and Frogtown Crawfish Festival Concessionaire/Exhibitor rules.
- I hold harmless Frogtown Crawfish Festival, its activities, affiliates, volunteers, sponsors and board of directors against all losses, costs, damages, expense and liability including injury to persons, property, or otherwise regarding Frogtown Hollow Jam participation.
- I assume all risks incident to or in connection with set up, preparation, sale and breakdown at Frogtown Crawfish Festival 2017.

Concessionaire/Exhibitor Signature

Date