

Cottage Grove Strawberry Festival

CONCESSIONS APPLICATION 2012

Participant Guidelines and Requirements

Plans for the 2012 Cottage Grove Strawberry Fest are under way and we would like to invite you to participate in this year's concession area at the festival. The festival will be held at Kingston Park on June 14-17th 2012.

ELIGIBILITY:

All Strawberry Fest food vendors must have a valid Minnesota State Tax identification number. If you do not have one, one may be applied for by calling the Minnesota Sales Tax and Excise Division at (800) 657-3777 or (651) 296-6181. All food vendors must collect and pay taxes on each taxable sale made at the Strawberry Fest. A Minnesota Form ST-19 must be completed and returned with your application fee before any sales can be made. The Festival reserves the right to jury entries and ask a vendor to leave the Festival should their behavior be deemed inappropriate by the Festival Committee. The Strawberry Fest Staff reserves the right to refuse or stop sales or the give away of the products before or during the Festival, which it deems inappropriate to the Festival. **Unfortunately, due to contractual obligation with the Carnival, the following food items can not be sold by other vendors: foot-long hot dogs, corn dogs, and cotton candy and mini donuts. We apologize for this inconvenience.**

FOOD LICENSE:

All participants who are providing or selling food at the event are required to have a Special Event Food Stand License from the Washington County Department of Public Health or a State Mobile Food Unit License. A Health Inspector will be at the event to inspect all vendors. **A copy of your Special Event Food Stand License MUST accompany this application.** NO one providing or selling food will be allowed to participate without a Special Event Food License. For your convenience, we have attached a Special Event Food Stand License Application. If you have any questions about obtaining a license, contact Eric Jensen (651) 430-4044 or by e-mail at eric.jensen@co.washington.mn.us

FOOD VENDOR SPACE:

The Festival will allot space for each vendor in the designated area that has been deemed appropriate. Care will be taken to limit a particular food item to two vendors. Prior year's participants will receive preference, and all others will be reserved on a first come, first serve basis. Payment of the application fee must accompany each application in order to reserve space. Applicants must supply their own power, electrical cords, tents, tables, chairs, cleanup, safety rope, lighting, etc. Generators or other portable power supply units may need to be inspected by the State Electrical Inspector. It is the vendor's responsibility to contact the Electrical Inspector, William Dietrich at (651) 493-1599 to arrange for an inspection, if required. A brochure from the State Board of Electricity is attached.

FOOD VENDOR HOURS:

Events at the park will run from 4:00pm-10:00am on Thursday, June 14, 4:00pm to 12:00am on Friday, June 15 and from 10:00am to 12:00am Saturday June 16th. Vendors will have the opportunity to be part of the Strawberry Fest Main Stage events which are free to the public. Family Night with Music and Kids Tractor Pull Thursday pm, and music Friday and Saturday evenings from 8:00pm-12:00am.

SETUP IS TO BE DONE BY 10:00am ON THURSDAY JUNE, 14TH OR BY 10:00AM FRIDAY JUNE 15th.

INDEMNITY:

To the extent permitted by Law, all vendors agree to protect, indemnify, defend and hold harmless, the City of Cottage Grove and their respective Volunteer Staff against all claims, losses, damages to persons or property and cost (including Attorney's fees) arising out of or connected with the event, including but not limited to, the installation, removal, maintenance, occupancy or use of park premises or a part thereof, except those claims arising out of the sole negligence or willful misconduct of the Festival Volunteers.

WARRANTIES:

While the Committee of the Strawberry Fest will make every effort to produce a successful Festival, they cannot warrant the level of attendance, weather conditions, sales or any circumstances beyond their control.

Please direct any questions you may have to Anita Kapsh (651) 768-8292.

Concession Application
June 14-16, 2012

Cottage Grove Strawberry Festival

BUSINESS/ORGANIZATIONNAME: _____

Contact Person _____ Phone _____

Email _____ Fax _____

Address _____

City _____ State _____ Zip _____

DESCRIPTION OF PRODUCTS: Please include everything (all food and beverages, etc) which you plan on offering at you Concession Stand.

SPACE SIZE REQUIREMENTS AND FEES: Fees are Non-Refundable

_____ 10x10 \$300.00 Non-Profit \$100

_____ 10x 20 \$350.00 Non-Profit \$150

_____ 10x30 \$400.00 Non-Profit \$200

_____ 10x40 \$450.00 Non-Profit \$250

Applicants must supply their own power, lighting, electrical cords, tents, tables, cleanup, safety, rope, etc.

Keep in mind the concessions are set up in the paved parking area of the park.

I, hereby, indemnify the "Strawberry Fest" Committee and the City Cottage Grove; and I accept the PARTICIPANT GUIDELINES AND REQUIREMENTS attached to this application regarding participation in the event.

SIGNED _____ Date _____

*Applications received after May 15, 2012 will be charged a \$25.00 late fee

Mail completed applications and payment to the address below No later than May 15, 2012 along with the following:

- Copy of Special Event Food Stand License
- ST-19 Form
- Check payable to: COTTAGE GROVE STRAWBERRY FEST
- Mail to Cottage Grove Strawberry Fest, P.O. Box 512, Cottage Grove, MN 55016

For more information, Call Anita Kapsh, (651) 768-8292 or send an email: foodvendors@cottagegrovestrawberryfest.com