



**ALBION STRAWBERRY FESTIVAL
JUNE 7 & 8, 2013
FOOD BOOTH APPLICATION**



Since Albion hosted its first "Strawberry Festival" in 1986, it has earned the reputation of being a high quality family festival. The food court portion of the festival has grown with each passing year. THE 27TH ANNUAL ALBION STRAWBERRY FESTIVAL will be held on **JUNE 7 and 8, 2013**. The food booths will begin on Friday, June 7th at 11a.m. and continue until 8 p.m. The hours on Saturday, June 8th will be from 10 a.m. until 8 p.m. Tables, chairs, booths and other hardware must be provided by the food vendor. There are picnic tables for patrons in the Food Court.

- You are responsible for obtaining your own health permit and can download a copy of the permit application from our website: www.albionstrawberryfestival.com. The number for the Health Dept. is 585-589-3278 or the direct link is: <http://www.orelansny.com/Departments/Health/PublicHealth/FormsandInstructions/tabid/224/Default.aspx>.

- Booth Locations will be assigned by the Strawberry Festival Committee only. Food booths must be capable of fitting within a 10'X10' area. **Registration fee** of \$200 for commercial food businesses outside of Orleans County, \$175 for commercial food businesses inside Orleans County, and \$100 for Orleans County not-for-profit organizations or community groups for the 2 days must be received by the committee no later than **May 17, 2013**.

- You must clearly specify what types of food & drink you plan to sell at your booth on your registration form. The Strawberry Festival Committee reserves the right to eliminate duplicate items. **No Vendor will be allowed to sell Hot Dogs, Italian Sausage or Beef on Weck.** These are specialty items **only** sold by local Service Clubs who are Sponsors of the Festival. There will be no exceptions. All other vendors are allowed to sell three main items (excluding drink and potatoes).

- Food Booth Rules and Regulations:** (1) All vendors **must have an NFPA 701 certified tent/tarp**, with a certificate executed by an approved testing laboratory certifying the tent/tarp, canopy, and decorative materials meet this standard. (2) All tarps, tents, canopies, etc. must be anchored to the ground with concrete blocks to withstand the elements of weather and to prevent collapse. 3) a 20BC **Fire Extinguisher** must be present if you cook or warm items that present a fire hazard, and vendors with deep fryers must have a K fire extinguisher. (4) **All propane and CO² tanks must be secured**, so that they cannot tip over, with concrete blocks or mounted so that the nozzle cannot be broken. (5) **It is a violation of both State and local law to dump grease into the storm sewer.** If you use fat or grease, you must remove it off site for disposal. In addition, you must put down barriers to prevent the grease/oil from falling on the street when cooking. (6) **NO generators or 220V connections are allowed.**

- If **electricity** is needed, please check the appropriate box on the registration form. Please be aware that **ELECTRICITY IS LIMITED**. An additional \$10 fee will be charged and **only one outlet is provided. You cannot use adapters, power strips or extenders. If you need more than 1 power outlet, you must request it by calling 585- 589-5262. Maximum 2 outlets.** Each booth is to be kept tidy and clean and comply with the Health Department Regulations. Clean-up in and around the booth is your responsibility. A \$25 surcharge will be charged for anyone failing to clean-up.

Vendor Name: _____ Phone Number: _____ email: _____

Address: _____ Sales Tax Exempt # _____

Contact Person: _____ Electric Hook-Up? no yes, [\$10 per hookup]
[additional hookup, call 585-589-5262, 2 maximum]

Description of Food to be sold: _____

Registration Fee: \$200 non-Orleans Commercial Vendor \$175 Orleans Cty Commercial Vendor

 \$100 Non-Profit/Community group

Acknowledgment:

I have received and agree to follow the Rules and Regulations regarding them as a participant at the Festival. I accept that the Albion Strawberry Festival shall not be any responsibility for injury, mishap, financial impact or bad weather. I further understand that I am solely responsible for collection and/or payment of any tax.

Signature: _____ Date: _____

RULES AND REGULATIONS

1. Promoter (Albion Strawberry Festival Committee) reserves the right to request the removal of any items or entire displays that do not meet the standards of good taste, or are non-approved food items. Promoter's decision will be final and not appealable. Failure to comply can result in removal from the festival. In this event, no refunds will be given.
2. A Festival Permit will be issued and must be displayed at all times.
3. All exhibitors are responsible for collection and payment of New York Sales Tax and for securing the proper health department permits, if applicable.
4. Exhibitors must confine their displays and materials to their assigned and allocated space.
5. All vendors display/booths must fit within the established perimeters of their booth. NO FOOD PUSH CARTS OR TRAILERS are permitted
6. Each booth should be set up between 8 a.m. - 11 a.m. on Friday and from 7 a.m. – 9 a.m. on Saturday unless otherwise specified. You cannot tie down or nail into storefronts to secure your booth.
7. Each individual or group must police their own area, keeping it clean and free from debris. Trash containers will be provided in the food court area. This should be done throughout the festival. The picnic tables are put in the food court area for your benefit, and we ask that you help police those in your booth area so that the next people will want to sit down and use them.
8. CARS MUST BE REMOVED FROM EAST BANK STREET AND THE FESTIVAL AREA BY OPENING TIME ON BOTH DAYS. THE VACANT LOT AT THE CORNER OF EAST BANK ST. AND PLATT ST. IS PRIVATE PROPERTY AND NOT FOR PARKING. PARKING IS AVAILABLE BEHIND THE FIRE HALL.
9. The Festival Committee will not be responsible for loss or damage to vendor's display or for personal injury or accident involving exhibitors and their personnel. We are also not responsible for financial impact or for bad weather.
10. All participants, whether food booths, information, raffle, business or craft booths, must pay the applicable fee in advance. Failure to pay will result in no issuance of a Festival Permit and the possibility that a different vendor may be authorized to sell your item.
11. Booth location assignments will be issued on Friday and Saturday mornings only Please do not call ahead to find out booth location. If you attended last year, we appreciate your return patronage, but attendance at last year's festival is not a guarantee that you will be placed in the same booth location.
12. A \$20.00 charge will be assessed for any returned check.
13. No vendor shall, under any circumstance, put nails in any of the storefronts for their signs, to secure their stands, etc.
14. ALL **FOOD VENDORS** ARE RESPONSIBLE FOR READING AND COMPLYING WITH THE RULES AND REGULATIONS APPLICABLE TO THEM. THESE ADDITIONAL REQUIREMENTS ARE ON THE APPLICATION FORM. Of particular note:
 - a. **Food vendors must have certified fireproof tents/tarps/canopies/display material. The Code Enforcement Office checks for this.**
 - b. **Food vendors must have a proper fire extinguisher.**
 - c. **Food vendors must have proper securing items to hold down their tent/booth, and propane or CO² Tanks. You cannot drive a spike into the pavement to secure your tent.**
 - d. **NO generators or 220V appliances. Electricity is limited. If you need a second outlet, you must call 585-589-5262 for permission and pay a second hook-up fee.**

PLEASE MAKE ALL CHECKS PAYABLE TO: **ALBION STRAWBERRY FESTIVAL**

OUR NEW ADDRESS IS: **P.O. BOX 356, ALBION, NY 14411**

* Any application that is rejected will be refunded the application fee.