



**Sausage and CiderFest – Saturday, August 17, 2019**

## **Vendor Guidelines**

### **1.0 Vendor Application Acceptance**

Submitting an application is NOT a guarantee of acceptance. The Festival reserves the right to limit the number of accepted applicants, to ensure the proper representation of products, merchandise, and services. Food vendor applications will be reviewed based on menu selection, food quality, and booth appearance.

Preference will be given to those cideries with maximum product wholesale cost of \$0.15 per oz. Limited cideries will be accepted with a maximum higher product wholesale cost of \$0.30 per oz. Maximum wholesale cost of beer paid for to the brewery will not exceed \$0.09 per oz. Maximum wholesale cost of wine paid for to the winery will not exceed \$0.60 per oz.

### **2.0 Booths**

A standard single booth space is 10' x 10'. A vendor may request additional booth space which may be granted if space is available. Any and all booth equipment and supplies, including, without limitation, tables, chairs, tents, canopies, and any other supplies and equipment must be contained within the vendor's assigned booth space.

**Vendors are responsible for their own tables, chairs, tents, canopies, tablecloths, ice buckets,** and any and all other supplies and equipment used at their booth. The Festival will only provide ticket collection containers for each product served, and a 10x10 footprint on the lawn.

**Tents and canopy legs must be secured by weights. No stakes are allowed.**

Vendors' booths **must all be staffed at all times** by at least one person who is responsible for monitoring the booth. Booths supplying alcoholic beverages must be staffed by persons aged 21 or over. The festival is not responsible for the loss or damage of any vendor equipment, supplies, or other items or materials at a vendor's booth.

Placement and assignment of booth spaces are at the sole discretion of the Festival.

### **3.0 Set-up and Take Down**

Vendors must set-up their booth no later than 2:30 p.m. on the day of the event. Vehicles are not able to be driven onto the field where booths will be located. Vendors are responsible for transferring their booth equipment, materials and products to their booth space from the designated loading zone.

Vendors may take down their booth and remove all booth equipment, supplies, and materials after 7:00 p.m., when the event ends, and no sooner. Vendors may not dump ice onto field.

#### **4.0 Pouring/Products**

All beverages being sampled must be listed on the Vendor Application form. All ciders being served must be produced regionally. No national/import cider brands allowed. Products may be served from kegs, bottles, and/or cans, and will only be poured into the official festival glass. All vendor representatives are **responsible for enforcing the 2-ounce pour rule**. Each 2 oz. sample will cost attendees one ticket. Vendors should collect tickets for each product served.

Festival Bottle Shop sales tent will sell vendor supplied products for guests to purchase and consume at home. **All vendors must have beverages available to be sold at the Festival Bottle Shop**. Product sold at the Bottle Shop will be sold at a 40% markup of the wholesale price. The festival will retain all profits from sales. Vendors will be reimbursed at the wholesale cost, and payment will be made available within three hours of the end of the event. By law, alcoholic beverages can only be sold by the festival, in the Bottle Shop sales tent.

#### **5.0 Vendor Parking**

Vendors may drive into the closest parking lot (off of SE 240<sup>th</sup> Street) to unload/load their equipment and materials. Immediately after unloading, vendors must move their vehicles to the designated festival parking area. Vendor parking, except for handicap, is not allowed in the park's parking lot due to space constraints.

#### **6.0 Electricity**

Standard booth spaces do not have electricity. Food vendors are allowed to bring their own small-sized, quiet, portable generators if power is necessary to operate, and only electrical equipment that complies in all aspects with the National Electric Code is acceptable.

#### **7.0 Garbage/Recycling**

Vendors are responsible for keeping their booth space clean of trash and/or debris, including broken down boxes, at all times. The City will provide trash and recycling receptacles throughout the Festival grounds. Items that cannot be put into trash or recycling bins must be removed by the vendor.

#### **8.0 Health Permits & Insurances**

Vendors are responsible for securing and maintaining their own insurance and necessary health and food handling permits with the King County Department of Health for the duration of the Festival, if applicable. Vendors are also responsible for complying with all necessary liquor control guidelines. The festival does hold a Special Occasion License from the Washington State Liquor and Cannabis Board for this event.

#### **9.0 Compensation**

Beverage vendors will be compensated at the wholesale cost for product poured during the festival. At the end of the event, the tickets accepted for each product sampled will be cross-checked with the vendor's estimated volume poured. If a sizable discrepancy exists, vendors will be compensated based on the number of tickets turned in. (Example: You estimate you poured 10, 16 oz. bottles of one product. 80 tickets should have been collected, and you will be reimbursed for 10 bottles.) Compensation will be available within three hours of the end of the festival.