

June 27, 2009 11am till 8pm in Eastport
13th Annual Eastport-a-Rockin'

MAIL: Jessica Pachler 506 President St, Annapolis MD 21403 or EMAIL: food@eastportarockin.com

Food Vendor Registration Form 2009

Company _____

Contact Person _____

Street Address _____

City, State, Zip _____

Phone: _____ Cell phone: _____ Fax: _____

E-Mail: _____ prior to event: _____ Best way to contact Best way to contact day of event: _____

Website _____

1. Description of Services to be offered:

Check One: For-Profit Non-Profit

*All food vendors must secure a one-day permit from the county no later than June 9, 2009.

* http://www.aahealth.org/App_pdfs/tempfood_web.pdf

2. Check if you will need: Folding Tables (\$12 each) qty _____ Folding Chairs (\$5 each) qty _____
Electrical Outlet (\$10) (Bring extension cord)

3. Questions? Call Jess @ (410) 916-5500

Eastport-a-Rockin' will be held
RAIN OR SHINE - Saturday, June 27, 2009
From 11am until 8pm
On Second Street from Eastern Avenue to the Waterfront

Vendor agrees to hold Second Street Benefits harmless from liability for any injury, damage or loss related to the event.

FINAL REGISTRATION DATE: MAY 22 (\$50.00 late fee applies)
Food Vendors can choose one of two payment options:
 \$250.00 + 10% of sales (10% payable at close of event) **or** \$450.00
Please make check or money order payable to **Second Street Benefits, Inc. NO CASH**
Cost includes **FOUR** vendor passes per booth. **Additional help or companions must purchase tickets.** Children under 12 are free.

Authorized signature: _____

Title: _____ Date: _____

Received By: _____	Check No: _____	Date: _____
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Please read the ENTIRE APPLICATION before signing and returning.

1. Food vendors are responsible for timely arrival. Setup is between 8:15 – 9:15 am Saturday morning. Space is forfeited if not occupied by 9:15 a.m. Vehicles will not be permitted to remain on site after 9:15 am, except where prior arrangement is made with Second Street Benefits. Vendors are responsible for cleaning and restoring their area to its original appearance by 9pm. You are responsible for finding parking outside the festival– street parking is available.
2. **Event will be held RAIN OR SHINE.** No refunds, no exceptions. This is an outdoor event. We plan on providing good weather, but can't promise it!
3. Each vendor will receive an assigned 10' x 10' space. Vendors needing a larger space may be required to pay an additional cost. Please contact Second Street Benefits for more information. Flexibility is required as some sites abut sidewalks and public rights of way. Please note in space below if your site plan is not flexible or you require a completely flat area.
4. **Vendors provide their own assistance, tents, tables and chairs.** Tables and chairs may be rented from the Festival for \$12 and \$5 each, respectively. **If you require electric, please bring extension cords and include this need in your booth space description below.** There is a \$10 charge for provision of an electrical outlet.
5. **Food vendors must set up and have kitchen facility fully prepared in readiness for County Health inspectors by 10am on the day of the festival.** Failure to do so may result in County's denial of permit and ejection from event. Any food vendor using heat for food prep must provide sketch of booth layout, showing heating unit and have a fire extinguisher on hand. All tents must be approved for fire-safety – the fire inspector will be on site on Saturday morning to check tents. No refunds for non-compliance expulsion.
6. **Absolutely NO BEVERAGE SALES of any kind.** Every attempt will be made to keep each food venue unique. Vendors may be asked to be flexible with their menu if necessary. Please list menu items and all items to be sold in space provided below. **Food Vendors are required to supply and maintain at least one public-use garbage can at their booth.**
7. **Food will be sold on a ticket-only basis.** Tickets will be sold at various stations throughout the event and each ticket is worth \$1. Food vendors must accept tickets only, **no cash.** A Second Street Benefits representative will collect tickets from vendors at 1pm, 4pm and at the end of the event. Payment for tickets will be made by 9pm. Vendors may not purchase tickets for cash from attendees. Application to vend signifies agreement with this request.
8. **All payments MUST be made in advance. Due date is May 29. Failure to pay in full prior to event nullifies application. Checks MUST be made payable to Second Street Benefits, Inc.** An application is considered a commitment to the festival. Applications do not confirm acceptance into event. Confirmation is made via mail (receipt) or phone call. Please list a number where you can be reached. Money will be refunded for any application that we are not able to confirm.
9. Vendors are responsible for their own insurance. Please provide proof of insurance. Second Street Benefits, Inc. is not liable for any loss, theft or damages to property caused by fire, casualty, acts of God or man to merchandise or person. Second Street Benefits, Inc. will not be held liable for damage or loss to personal property or for injury to persons or employees while on the premises. An accepted/confirmed vendor agrees to assume full responsibility to prevent these occurrences, provide insurance and secure against anticipated loss. This event will be held rain or shine. No refunds, no exceptions.
10. Signing this application indicates you have read, understood, and agree to comply with event rules. Second Street Benefits, Inc. reserves the right to dismiss any vendor who violates the contract.

Name: (please print) _____

Company Name: _____

Vendor Applicant Signature

Date

Vendor Director, Second Street Benefits, Inc.

Date

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Please Sketch Your Booth Layout Here

