



<u>For Office Use Only</u>	
Sales Tax Certificate:	_____
Liability Insurance:	_____
Workers Comp. Ins.:	_____
Food Vendor Permit:	_____
Contract: _____	Deposit: _____

Food Vendor Application – June 15 & 16, 2018

Business Name:		Tax ID Number:	
Contact Person:			
Address:			
City:		State:	Zip:
Phone:		Fax:	
E-Mail:			

Please list all menu items you will be selling:

The GGCC reserves the right to reject any food items to ensure variety and accommodate all food vendors.

VENDOR FEE

Food vendor fees are 10% of gross sales (excluding sales tax). In addition, a non-refundable deposit must be tendered at with your application. For applications received by **April 18, 2018** the deposit is \$75 for Greater Greenwich Chamber of Commerce (GGCC) members and \$100 for non-members. GGCC Member? YES NO
 After **April 18, 2018** deposit will be \$125 for GGCC members and \$150 for non-members.

SPACE SPECIFICATIONS

Dimensions of your booth (including all external fixtures and parts:

_____ Length
 _____ Width
 _____ Height

Specific requirements?

POWER

Do you need electricity? YES NO

Indicate draw and voltage: _____

Sites with electrical access are limited and will be assigned on a first-come, first serve basis. The standard is a max of 20 amps 110 volts per vendor. **Please describe all electrical equipment you will use:**

Do you use propane gas? YES NO

Do you use your own generator? YES NO

*Preference may be given to vendors with approved quiet generators

SET UP is on **Friday, June 16 from 11:00 AM to 2:00 PM**. We will confirm with you a suggested time of arrival to facilitate the smooth and safe placement of your equipment. **PLEASE ADHERE TO YOUR SUGGESTED TIME OF ARRIVAL.**

Serving Times: Friday 6/15 5:00 PM to 10:00 PM Saturday 6/16 10:00 AM to 10:00 PM

****Please note: Vehicles will only be permitted on Church Street for unloading and stocking purposes.**

Food Vendor Application | Whipple City Festival | June 15-16, 2018

Rules and Regulations

1. Food Vendor Fees are 10% of gross sales (excluding sales tax). In addition, a non-refundable deposit must be tendered with your application. Applications received **April 18, 2018** require a deposit of \$75.00 for Greater Greenwich Chamber of Commerce (GGCC) members and \$100.00 for non-members. After **April 18, 2018**, the deposit is \$125.00 for GGCC members and \$150.00 for non-members.

Your final payment of 10% of gross sales is to be remitted to the Chamber no later than June 30, 2018.

2. All food vendors must have a **NYS Certificate of Authority to Collect Sales Tax**, which must be displayed at the vendor location. A photocopy of the original certificate must accompany this application. If a copy of the original certificate is not included, please provide an explanation: _____

3. All food vendors must provide a copy of their **Insurance Certificate of Liability** in the amount of \$1,000,000.00 with this application. If it is not included, please provide an explanation: _____

4. All food vendors must provide a copy of their **NYS Worker's Compensation Insurance** with this application if the vendor uses paid employees. If it is not included, please provide an explanation: _____

5. All food vendors must provide a copy of their **NYS Temporary Food Vendor Permit** with this application and adhere to all rules and regulations as set forth by the NYS Department of Health. For more information, visit www.health.ny.gov/environmental/indoors/food_safety/regs.htm
6. The GGCC reserves the right to reject any food items listed on this application.
7. The GGCC will provide a maximum of 20 amps – 110 volts to each food vendor who has been assigned a site with electrical access. Vendors must meet all applicable electrical code(s) and be able to operate off a GFI circuit. In addition, all food trailers must be grounded with ground rods provided by the vendor. Vendors must provide their own heavy-duty grounded lead cords for electrical hook ups. Cooking with electricity is prohibited with the exception of coffee makers. **Preference may be given to vendors with approved quiet generators.**
8. Food vendors with cooking facilities are required to have a dry powder fire extinguisher not less than five pounds. In addition, all bottled gas and pressurized tanks must be secured with non-flammable fasteners.
9. Food Vendors may only use Village water.
10. **Setup will be permitted on Friday, June 15 between 11:00 AM and 2:00 PM only.** All equipment should be removed from the premises before 12 Noon on Sunday, June 17, 2018.
11. All vendors must be inspected by the GGCC electrical/maintenance person to ensure compliance with all regulations. If it is determined, at the sole discretion of the GGCC, that the food vendor is not in compliance with any of regulations as set forth herein or is otherwise causing a hazardous and or undesirable condition to exist during the Festival (including the sale of items deemed inappropriate), the Greater Greenwich Chamber of Commerce may expel the food vendor from the Festival.

DECLARATION: You understand that this application is not a guarantee of festival space. By submitting this application, you hereby agree to abide by the rules and regulations governing the festival as set forth herein, and any others that may be implemented. You understand that your failure to abide by these rules may result in your expulsion from the festival.

Please send the completed application, all additional requested documents, and check payable to:

Greater Greenwich Chamber of Commerce, Inc.
6 Academy Street | Greenwich, NY 12834

Signature _____

For more information, contact Heidi Reiger-Clary at (518) 225-2793 or heidisr105@gmail.com