



2024 Food Vendor Application

Thank you for your interest in becoming a food vendor for the 32nd year of the Festival of Light. We are excited to kick off this season and make it better than ever. To be considered as a potential vendor, please fill out this application in its entirety and return to matthew@chickashachamber.com no later than September 30, 2024.

Please note that vendor space is limited. This year we will have five permanent season food vendors. Permanent vendors are expected to be open every night of the Festival unless prior approval is given by the Board of Directors. All applications will be reviewed by the Festival of Light Board of Directors.

If selected, vendors will be notified by email by October 15, 2024, with a contract that is to be signed and returned. Along with the signed contract, vendors will be required to provide sales tax permits, proof of insurance, city permit, and a non-refundable deposit. The deposit will be \$250. All food truck vendors will agree to pay FOL Fifteen Percent (15%) of all gross sales and run their own generators. Additionally, we have added event rental space. Food trucks will be required to participate in the voucher system and will get paid \$13 for a \$15 voucher.

Company Name: _____

Business Address: _____

Contact Person(s): _____

Business Phone: (____) _____ Home Phone: (____) _____

Cell Phone: (____) _____ Email: _____

Type of Vendor: _____ Number of Years in Business: _____

Booth Type Description: (truck, trailer, tent, etc.) _____

Dimensions of vehicle or trailer, if applicable: _____

Please list **ALL** items you intend to sale and their corresponding prices. **Only items listed will be permitted for sale at the Festival.** (Attach an additional sheet if necessary.)

Item:	Description:	Price:

Any additional information you wish to note:

I agree to abide by the rules and regulations of the Festival of Light. (Rules are listed on page 3 and 4 of this application)

Signature: _____ Date: _____

2024 Rules and Regulations
Festival of Light
November 22 through December 31, 2024
Hours of Operation: Sunday-Thursday 6:00-10:00 pm and Friday & Saturday 6:00-11:00 pm

Festival and / or Festival of Light are synonymous throughout this document.

EACH EXHIBITOR is required to keep at least one attendant in his/her booth during all Festival hours. All items for sale and prices of said items must be pre-approved within the application and must remain the same throughout the 2024 season. The Festival reserves the right to amend or edit menus to best fit the Festival. Each exhibitor will have its own space and be required to run off their own generator. Please note that water is not available on site. Food truck/trailers may be removed from their spots during the day, but must be back in their designated spot at least 15 minutes prior to the park opening at 6:00 PM. Any late arrivals, may be subject to forgoing business that night.

PAYMENT / CANCELLATION OF VENDOR SPACE: All non-refundable deposits must be paid in full by October 30, 2024. Vendors not paying deposit by this date will be subject to cancelation and resale of the space at the discretion of the Festival of Light. The non-refundable deposit will be \$250 for vendors. All food truck vendors, permanent and rotating, will agree to pay FOL Fifteen Percent (15%) of all gross sales. Check payment shall be remitted with sales register receipt every week with the final payment submitted no later than January 15, 2025.

LIABILITY AND INSURANCE: Every reasonable precaution will be taken by the Festival to protect property during installation, Festival operation, and removal. However, neither the Festival Board, service contractors, any officers, staff members or directors of same, are responsible for the safety of property of exhibitors from theft or damage by fire, accident, vandalism, or other cause. The Festival of Light cannot be held responsible for exhibitor's property, whether located at his exhibit or anywhere else inside or outside the Festival area. Small and especially valuable materials should be safely packed away by the exhibitor during hours when the exhibit is not manned. By execution of this agreement, the concessionaire agrees to hold harmless the Festival of Light from any claims arising out the physical operations and product related exposures of his/her booth. The City of Chickasha requires two things on a certificate of insurance, 1.) the limits need to be \$1,000,000 per occurrence with a \$2,000,000 aggregate, 2.) the City of Chickasha requires to be shown as an additional insured on the insurance. The Festival of Light also requires to be shown as an additional insured on the insurance.

SAFETY, FIRE, HEALTH AND SAFETY, FIRE, HEALTH AND APPLICABLE LAWS: This exhibitor shall assume all responsibility for compliance with local, city, state, and federal safety, fire, health and other ordinances and laws regarding installation of and operation of equipment, displays, and exhibit materials.

DEFAULT OF OCCUPANCY: Any exhibitor failing to occupy space as contracted for or fails to comply with any provisions concerning his use of display space, the Festival of Light shall have

the right to take possession of said space and resale same, or any part thereof. No deposit will be refunded.

VOUCHERS: The Festival of Light will have event-space rentals located next to the food trucks in North Pole Village. Food trucks are required to accept \$15 vouchers from attendees and will receive payment by Festival of Light for each voucher redeemed in the amount of \$13. Redeemed voucher payment amount will be deducted on a weekly basis from the amount of sales, made payable to the festival. Redeemed vouchers must be submitted with cash register receipts and payment on a weekly basis. Payments will be due Monday at 6 p.m. each week.

SUBLETTING OF SPACE: The exhibitor agrees not to assign, sublet, or apportion space or any part thereof allotted to him. No exhibitor will be permitted to sell/display his products or services outside the confines of assigned booth in the Festival area.

GENERAL: All matters and questions not covered by this agreement are subject to the decision of the Festival Board. All amendments, decisions, or interpretations that may be so made, shall be equally binding on all parties as the original agreement.

AGREEMENT: By signing the contract, the exhibitor agrees to abide by these rules and regulations and the decision of the Festival of Light

I, _____

Please print name

Signature of Vendor

Agree to abide by the above stated rules and regulations.

Please return completed application no later than September 30, 2024.

By Email: matthew@chickashachamber.com (preferred)

By Mail: Festival of Light
P.O. Box 2381
Chickasha, OK 73023