



2019 Vendor Food Application

Thank you for your interest in becoming a food vendor for the 27th 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 chickashafestivaloflight@gmail.com no later than August 30, 2019.

Please note that vendor space is limited. This year we will have three permanent season food vendors and one rotating spot. Permanent vendors are expected to be open every night of the Festival unless prior approval is given by the Board of Directors. The one rotating spot will allow for a different food vendor each week of the Festival. All applications will be reviewed by the Festival of Light Board of Directors.

If selected, vendors will be notified by email by September 27, 2019, 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 for permanent season vendors and \$100 for rotating vendors. All food truck vendors, permanent and rotating, will agree to pay FOL Fifteen Percent (15%) of all gross sales.

Company Name: _____

Business Address: _____

Contact Person(s): _____

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

Cell Phone: (____) _____ Email: _____

Requesting Permanent Season Vendor Spot: () Requesting Rotating Vendor Spot: ()

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

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

Dimensions of vehicle or trailer, if applicable: _____

Please list the type of power you need to operate:

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:

If applying for a rotating vendor spot, please select the week(s) you will be available:

- Saturday, November 23 – Friday, November 29
- Saturday, November 30 – Friday, December 6
- Saturday, December 7 – Friday, December 13
- Saturday, December 14 – Friday, December 20
- Saturday, December 21 – Friday, December 27
- Saturday, December 28 – Tuesday, December 31

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:** _____

2019 Rules and Regulations
Festival of Light
November 23 through December 31, 2019
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 2019 season. The Festival reserves the right to amend or edit menus to best fit the Festival. Each exhibitor will have its own space with electrical hook-up. 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 15, 2019. 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 permanent season vendors and \$100 for rotating 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 every two weeks with the final payment submitted no later than January 15, 2020.

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.

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 August 30, 2019.

By Email: chickashafestivaloflight@gmail.com (preferred)

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