

Madison Township

Springfest

May 11, 2019 • 10:00 am – 6:00 pm

Food Vendor Information

Please note important changes in the application process and deadlines listed below.

Community groups (non-profit) such as civic, church, sports, student, and service organizations may participate as Springfest food vendors to raise funds for their organization.

- If a community group reserves their booth and specifies their food items by **April 1, 2019**, the Springfest committee will not allow any other booths to sell the same product.
- School and community groups who reserve after April 1 **will not be guaranteed to have exclusivity**.
- In lieu of a fee, your non-profit group will provide an **adult volunteer for 2 hours** in the Kids Zone to help supervise activities. Times will be scheduled from 10:00 noon through 6:00 p.m.

Other food vendors (for-profit) such as restaurants, caterers and food trucks may apply.

- Other food vendors will be charged a \$50 vendor fee.

The following terms apply to **all food vendors**:

- After **April 19, 2019**, all food vendors will be charged a **\$25 late fee**.
- All food vendors will receive **confirmation** of their reservation, and must present that confirmation before setting up on the morning of Springfest.
- All groups participating in food sales need to have enough manpower (at least one adult at all times) and food to operate their booths until the conclusion of the event.
- All groups must leave their area clean and dispose of all their trash.
- Make checks payable to **Madison Springfest**.

Questions? Contact Lindsay Lanham: **843-412-3261** or **springfestbooth@gmail.com**

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Food Vendor Application

Deadlines:

- **April 19, 2019:** Non-profit community groups who reserve a booth and specify their food items by this date will have exclusivity for their food items. Non-profit groups who reserve after April 1 will not be guaranteed to have exclusivity.
- **April 19, 2019:** After this date, all food vendors will be charged a **\$25 late fee**. In the case of for-profit vendors, the late fee will be in addition to the \$50 booth fee.

Group or Business Name:				
We are a (select one):	<input type="checkbox"/> Non-profit civic organization <input type="checkbox"/> School or school group <input type="checkbox"/> Church <input type="checkbox"/> Service Organization <input type="checkbox"/> Other non-profit (please specify): <input type="checkbox"/> For-profit business			
Contact information:	Name			
	Address			
	Phone			
	Email			
Booth Information:	Electricity required?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	Equipment to be used:			
	Food to be sold and prices to be charged:			
WAIVER OF LIABILITY: Madison Twp., Springfest Committee, Madison Lions Club, nor Madison Local Schools will be held liable for any damage, theft or injury while participating in the 2019 Madison Springfest. Booth availability is limited and will be approved at the discretion of the Springfest Committee.				
Applicant's signature:			Date:	

Mail this form to: Madison Township Springfest, 5610 W. Alexandria Rd., Middletown, Ohio 45042.

DO NOT RETURN APPLICATION TO MADISON LOCAL SCHOOLS. Applications will only be accepted at the above address.

Please do not write in this section (to be completed by the Springfest committee).

Date application received:			
<input type="checkbox"/> Fee received	<input type="checkbox"/> Signed waiver received	<input type="checkbox"/> Confirmation sent – date:	
Approved by:			