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## **PRE-PACKAGED FOOD VENDOR APPLICATION**

May 28-29, 2022

Downtown Morgan Hill Amphitheater Grounds & Depot Street

Saturday 10am – 7pm & Sunday 10am – 6pm

Outdoor Festival Rain or Shine

70,000 Attendance over 2 days

[www.mhmmg.org](http://www.mhmmg.org)

Morgan Hill, CA is Silicon Valley's escape. Centrally located between San Francisco and the Monterey Bay, Morgan Hill is one of the most desirable and fastest growing communities in Santa Clara County. People are drawn to the beautiful hillsides surrounding the valley, the peaceful atmosphere and the general quality of life Morgan Hill offers. Morgan Hill's combination of climate, resources, points of interests and ethnic diversity provide a solid economic environment as well as a vital and exciting community in which to live, work and play. Demographics available upon request.

### **APPLICATION PROCEDURE:**

- Completed application must include 1 picture of product, signed waiver, current PFR for the health permit, completed (correctly) temporary food vendor health permit application (TFF) and payment.
- The Selection Committee will meet every two weeks to consider all applications received at that time.
- The Committee's decision is based on the needs of the Morgan Hill Mushroom Mardi Gras Festival and is final.
- Vendors will be notified of their acceptance in a timely manner. Those accepted will receive space assignment and set-up information the first week of May. All placement decisions are final. **NO NEGOTIATIONS!**
- Priority on pre-packaged items is given to returning vendors. If a returning vendor does not submit their application by the deadline date of April 1<sup>st</sup>, we will accept a new vendor with similar pre-packaged items. No exceptions!
- Fill out all Health permit forms completely and return with application and appropriate fee. If the applicant is Veteran Exempt, please fill out the necessary information included on the Temporary Event Permit from DEH. Pre-packaged vendors must abide by the Santa Clara County Health Department regulations. If not, Festival Management or the Department of Health has the right to shut down your booth without refund.
- Please fill out the application completely. Read the terms & conditions, sign and mail the original with your booth fees. Make sure you keep a copy for your records.
- Early-bird registration deadline is April 1. A \$100 fee will be added for applications received after this date. Applications will be accepted until sold out.
- All fees to be paid to the Morgan Hill Mushroom Mardi Gras who will write one organizational check to the Santa Clara County Health Department.

### **BOOTH INFORMATION:**

- Vendor is provided a 10X10 **SPACE ONLY**. You are required to bring your own display, table, chairs, etc., to fit a 10X10 space.
- Electricity can be ordered for an additional fee. Electrical is only available during festival hours. No generators are permitted for Pre-Packaged vendors. Your placement will be restricted to the area that electricity is available.

- Corner booths are very limited and not guaranteed. If you require larger than a 10x10 and need the extra space, it would be beneficial to secure a 10x20 space. If you are not assigned a corner booth, we will refund your corner booth fee.
- All applications are date stamped and selected on a first come, first served basis. Each booth must have prominent signage identifying company name! Vendors not accepted will have all materials and fees returned. **Cancellations prior to May 1<sup>st</sup> can receive a refund, minus \$100 processing fee. NO REFUNDS after May 1<sup>st</sup>!** There is a \$25 fee for returned checks.

### **HEALTH PERMIT:**

**Copy the informational pages and train all workers on these regulations.** Inspectors will be on site both festival days to insure compliance. All Health Department regulations will be enforced even after the inspectors have left the grounds. Food may not be sold or sampled outside of the booth. The Mushroom Mardi Gras does not take responsibility for any vendor who is shut down for non-compliance. Absolutely no refunds will be granted if a food vendor is shut down by the Health Department or festival management for non-compliance.

### **GENERAL INFORMATION:**

- The Mardi Gras reserves the right to locate vendor booths according to the needs of the festival.
- We provide space only. All pre-packaged food vendors must supply their own canopy, table, chairs, etc.
- All display and merchandise must be placed within your 10x10 space. **Items may not extend into the aisle past your booth. Sidewalks must remain open and clear at all times.** No sampling outside your booth.
- Booth sharing is NOT allowed
- No sodas, bottled beverages and bottled water are allowed to be sold or handed out in vendor booths.
- Electrical service is available only during festival hours and not available in all locations. **This will effect booth location.**
- Security is provided from 8pm Friday to 8pm Sunday. Each vendor is responsible for securing their own booth. We recommend you cover your items and enclose your booth overnight. The Festival is not responsible for any loss or theft incurred by any vendor.
- Access to your booth will be available on Friday 5pm for set up. **Please note: Streets don't close until 5pm.** Vendors are encouraged to put up signs, decorate and move in large items and tables on Friday. If you set up in the wrong booth space **you will be asked to move.** If you are not available to move your booth, Festival management has the right to move your booth and is not responsible for any damage.
- All applications are date stamped and selected on a first come, first served basis. Each booth must have prominent signage identifying company name! Vendors not accepted will have all materials and fees returned. **Cancellations prior to May 1<sup>st</sup> can receive a refund, minus \$100 processing fee. NO REFUNDS after May 1<sup>st</sup>!** There is a \$25 fee for returned checks.
- Tables are not available to borrow or rent from the festival. Please make arrangements to provide your own. They should be covered with a washable surface if preparing food.
- Vendors are responsible for removing their own trash from their area each evening and may not use Festival trash receptacles used by public for its disposal. Each pre-packaged food booth must provide its own garbage cans behind booth for your own trash.
- The Morgan Hill Mushroom Mardi Gras has the right to prohibit and/or evict (without refund or assumption of liability for lost sales or expenses) any presentation or person who is in any manner deemed offensive or unprofessional.
- All vendors agree to participate for the entire event and understand that tear down on Sunday before 6pm is not allowed for any reason.
- **The Mardi Gras Committee does not guarantee exclusive rights to any food item and makes all final decisions regarding food and beverage sales.**
- All new pre-packaged food vendors are encouraged to meet with festival staff prior to the festival to go over requirements, etc to ensure all rules and regulations are followed by festival staff, Health Department and Fire Department. To set an appointment to meet prior to the festival, call or email Sunday Minnich at 408.778.1786 or [info@mhmmg.com](mailto:info@mhmmg.com).

## **HOLD HARMLESS:**

This event is held rain or shine and no space fees or vendor expenses will be refunded should an emergency of any nature arise prior to the opening time or during the event that would prevent or cancel its production. In consideration for being allowed to attend and participate in the 41st Annual Mushroom Mardi Gras Festival, May 28-29, 2022, vendor agrees to protect, defend and hold harmless Morgan Hill Mushroom Mardi Gras, Inc., and their respective elective or appointed boards, officers, agents, and contract employees from any and all claims, liabilities, expenses, or damages of any nature, including reasonable attorney's fees, to the extent such claims, liabilities, expenses, or damages arise out of the participation by the Mushroom Mardi Gras, its agents, officers, employees, subcontractors, or independent contractors, at the festival. In consideration of your acceptance of this entry, I, intending to be legally bound, do hereby for myself and my heirs, executors, and administrators, waive and release any and all rights and claims or damages I may accrue against the persons and organizations affiliated with the Morgan Hill Mushroom Mardi Gras for any and all injuries that may be suffered by me at or enroute to and from the event.