

Bluegrass Village Vendor Regulations

Application: All applicants must complete the application, sign and date the Rules and Regulations, submit a list of prices and merchandise that will be sold at the NOTFC Festival, submit photos of booth completely setup, submit power fee if requesting power, and submit the booth fee by May 15, 2011. No vendor will be allowed to setup without full payment being made. Applications received after May 15 will have a \$20 late fee.

Booth Fee: See Vendor Reminder Page for breakdown of fees and booth sizes. Fee is non-refundable once application is accepted.

Selection: Applications will be selected by reputation, type of merchandise, prices, booth appearance, and the variety of merchandise other booths will have. The NOTFC Festival reserves the right to refuse any application. Applicants will be notified of their status no later than May 20, 2011, if all items are received by May 15, 2011. Applying does not guarantee acceptance. If application is not approved, booth fee will be refunded. Early applications will be given priority.

Booth Location: Festival Director will choose booth space location. Preference will be given to past festival vendors and those who apply first. We will try to accommodate your needs, when possible, if needs are made known early.

Merchandise: A list of all merchandise that will be sold must be submitted with application. The NOTFC Festival reserves the right to monitor all products for appropriateness to the venue and family audience. Items of an obscene or sexual nature may not be sold. Projectile-type toys or weapons may not be sold.

Sales Tax: Vendors are responsible for collection and payment of Idaho State sales tax. Festival Director will provide you with Form ST-124 to be filled out and returned to Director. Your Idaho Seller number or temporary permit must be displayed at all times in your booth area.

Food Establishment Permits: Food vendors are responsible for any and all state or local fees and requirements for food establishment permits. All water lines must be staked down. Vendors must contact Southwest District Health for permit information.

Hours of Operation: All vendors must be open from 10:00 am to 10:00 pm Tuesday thru Friday and 10 am to 11 pm Saturday. Vendors with no power may close an hour earlier. If hours of operation are not maintained, vendor may not be allowed to be a vendor in future years.

Electrical Fees & Rules: Power is limited and will be distributed at the discretion of the Festival Director. All vendors who will be hooked up to power will be required to pay \$40 for permit and usage, (20-amp) or 50 (50-amp service) due with application. All cords are to be buried or covered with mats as per State Electrical regulations. Since power supply is limited, vendors will be notified of any challenges in supplying power.

Beverage Agreement: Vendors will be notified prior to the festival if there is an official beverage sponsor. If so, food vendors will be required to sell only those sponsor products. No alcoholic beverages may be sold.

Setup: Load-in begins 9:00 am on Monday, June 20. Setup must be

completed by 10:00 am on Tuesday. Vendor vehicles must be parked in vendor parking before 10:00 am on Tuesday, June 21. Vendors not adhering to vendor parking rules may not be allowed to participate in future years. A parking permit will be issued at check-in for church lot parking.

Breakdown: Load-out can take place after 11:00 pm on Saturday night. All booths in park must be **removed by noon Sunday. Vehicles in vendor parking at church parking lot must be cleared by Sunday, June 26, 2011 at 7:00 am.** Each vendor is responsible for making sure that his or her vending and camping area is clear of all debris after breakdown.

Clean up: Vendors are responsible for keeping their immediate vending area clean and presentable. Trash cans will be provided and kept emptied. Cardboard boxes can not be put in trash containers. Break them down flat and place neatly behind your booth and they will be picked up and recycled.

Camping Rules: Dry camping is provided across the street for Sunday thru Saturday nights for self-contained units only, no tents allowed. There is to be absolutely no dumping. Generators are allowed between the hours of 8 am to 10 pm. Offsite tent camping spots can be obtained for a fee through the NOTFC office. Shower passes are available for \$10.

Restrictions: The NOTFC Festival reserves the right to close any booth that does not adhere to the festival rules and regulations, without refund of booth fees. Neither you, nor your employees, may consume any alcoholic beverages or illegal drugs while working at the NOTFC Festival. **The NOTFC Festival name, logo(s), and theme are trademarked and must not appear on any merchandise sold by vendors.** Vendors agree to be responsible for all employees, Workman's Compensation and related laws for all employees. Applicants must provide accurate technical and electrical information on their application. Any changes must be approved by the NOTFC Festival prior to operation at festival. At the discretion of the NOTFC Festival Board, vendors may be required to provide a copy of current insurance policy with liability limits of at least \$1,000,000. Vendors are required to be open all hours of the event for each of the five days. If you have no power, you may close an hour earlier.

Security: Applicant is responsible for the security of their booth at all times. **Although limited security is provided, the NOTFC Festival is not responsible for any damage, theft, loss, injury, etc.** Last, but not least, please contact Festival Director if you have any concerns, problems, issues, etc. We will try to accommodate reasonable requests. If we are not aware that you have an issue, we cannot remedy it. We want you to have a successful week. We cannot make everyone happy all the time about everything, but we will work to make things as good as possible for all of you, to the extent that we can. Also, we are not responsible for the weather or other "Force de Major."

In signing this agreement, applicant agrees to comply with all NOTFC Festival, state and local regulations, and to save and hold harmless the NOTFC Festival Board, the City of Weiser, their employees, officers, sponsors, and agents from any loss or damage to any persons or property caused by applicant's operation in connection with the NOTFC Festival, and further agrees to defend said Associates, Board, and City for any claims for such damage. While at the NOTFC Festival, applicant is responsible for all damage to own persons, property, or vehicles. If there is damage to the park or camping area caused by the applicant, the applicant will be responsible to repair damage. I have read and understand the above Rules and Regulations and will abide by them throughout my association with the NOTFC Festival. It is understood that the NOTFC Festival reserves the right to close, without refund, vendors not complying.

Signature: _____ Date: _____

Printed Name: _____ Title: _____

Bluegrass Village Food Vendor Application Package

Thank you for your interest in the 2011 National Oldtime Fiddlers' Contest and Festival!

In order to be considered for participation these items need to be returned to the Fiddle Office:

1. Please complete the application form with all lines filled in.
2. Read and sign the Rules and Regulations.
3. Submit food vendor fee of \$215 or \$340 (10 X10 or 10 X 20) full multi-item menu. *Includes \$5 city garbage surcharge.*
4. Submit food vendor fee of \$190 or \$315 (10 X 10 or 10 X 20) for single item menu (ice cream, shaved ice, coffees, drinks, kettle corn, etc.) *Includes \$5 city garbage surcharge.*
5. Additional footage requirements beyond these dimensions will be charged at 1% of applicable fee **per square foot** for food concessions. (Formula: $L \times W = A$) There is a 2' allowance given beyond each booth to allow for space between booths, room to maneuver for securing sides, etc. If you will need extra room for storage of merchandise or operation, you will need to pay for the additional area. In other words, if your retail area takes up a 10 X 10 area, but you use an additional space behind or alongside to store merchandise, outside of the 2' buffer zone, you will need to pay for additional space. See sample diagram.
6. Attach photos if you are a new vendor or you have changed your setup and/or menu. Include a list of menu items and prices.
7. If a menu item is not listed on this application you **WILL NOT** be allowed to sell it during the festival.
8. Submit electricity fee of \$40 for 120 volt, 20-amp power or \$50 for 240 volt, 50-amp service. **NO PIGTAILS ALLOWED! (Idaho electric code regulation) No exceptions!** *(This includes a \$10 per service electrical inspection fee that we are required to pay.)*
9. All vendors are required to provide their own booth, tent, or trailer. Picnic tables are provided for dining.
10. Since power is limited, the Festival Director reserves the right to distribute power according to availability. Generally, no power is available to campers during park business hours. Check with director regarding availability during evening hours.
11. Return application form to the NOTFC Festival Office no later than May 15, 2011.
12. If you have passed the deadline, a late fee of \$20 may be assessed for any available spaces.

Important items to remember about your participation at Bluegrass Village at the NOTFC Festival:

- Festival Director has final decision on placement of booths.
- Previous vendors are generally given preference in acceptance.
- Booth setup begins at 9 a.m. on Monday, June 20, 2011. Concession trailers are urged to be on site as early as possible to make it easier to get you into your spot.
- All vendor vehicles must be removed to vendor parking before 9:30 a.m. Tuesday, June 21, 2011.
- Bluegrass Village will be open Tuesday, June 21 thru Saturday, June 25, 2011
- Hours of operation are 10 a.m. to 10 p.m. Tuesday thru Friday-10 a.m. to 11:00 Saturday. Vendors operating without power are allowed to close at 9:00 pm, if desired.
- All vendors must submit vendor fees (plus power fee, if applicable) with application. Adjustments can be made at check-in.
- Once application is accepted all fees become **non-refundable**.
- Each vendor is responsible for his or her own Idaho State sales tax reporting and payment.
- Each vendor is required to display Idaho State Sales Tax permit or copy of Form ST-124 temporary sales tax permit. Festival Director will give you a Form ST-124 to be filled out, with white copy returned to director, and pink copy filed with State of Idaho.
- **No generators allowed in vending areas.** Generators may be operated in parking/camping lot after venue closes.
- **All electrical cords must be buried or covered with mats per requirements of State electrical inspector.**
- If using water, **a backflow valve must be used and the waterlines placed away from traffic areas for safety reasons.**
- Food vendors are required to follow the guidelines outlined by Southwest District Health for the Temporary Food Establishment Permit. Permits must be obtained before doing business. Contact them at (208) 455-5400.
- You will be notified if there is an exclusive carbonated beverage drink for the National Oldtime Fiddlers' Contest & Festival.

Free church parking lot camping is provided from 6:00 pm Sunday, June 19, 2011 through 7:00 am Sunday, June 26, 2011 and is located across the street from the park. To reserve a camping spot at the **contest** venue (Fiddletown Campground) near high school call 208.414.0255 or indicate on application. (Camping is \$14 nightly at Fiddletown.) Shower passes are available for \$10 from festival director at check-in, and good all week during designated hours.

Bluegrass Village is open Tuesday, June 21 through Saturday, June 25, 2011
The National Oldtime Fiddlers' Contest runs Monday June 20 through Saturday June 25.

2011 Food Vendor Application

Complete and return to: Sandra Cooper P.O. 447 Weiser, Id. 83672

Contact information :

Business/Booth Name: _____

Owner/contact name: _____

Day Phone: _____ Evening Phone: _____ Cell Phone: _____

E-mail Address: _____ Web Site: _____

Address: _____

City: _____ State: _____ Zip: _____

2nd Contact Name: _____ 2nd Contact Phone: _____

It is important that we have all of the above contact information before and during Fiddle Week. Your information will not be shared without your authorization and will be used to contact you regarding your booth, notification about future vending opportunities and procedural items for the NOTFC Festival.

Vendor Information:

Idaho Sellers Number (if available) _____

Have you ever been a vendor at the NOTFC Festival before? Yes No

When? _____ Where? _____

Dimensions including tongue and storage: _____

Are pictures of your setup as it will be at the Festival included? Yes No

Electricity is limited. Do you require power? Yes No

Hookup Type: 120 volts / 20 amp 240 volts / 50 amp (See regulations)

Do you require a water supply? Yes No

List any of the following items and fuels used in your operation:

Propane Charcoal Wood Other: _____

Will you need a camping spot at Bluegrass Village? Yes No
If yes, this is information for your reservation at Bluegrass Village.

What type of unit do you have to camp in? _____

When will you be arriving? (Day and Date) _____

Do you need a camping spot at contest site? Yes No
If yes, you will be contacted regarding a reservation at the Contest Site.

Would you be interested in purchasing an ad in the NOTFC Festival Activity Guide?

Yes No (Pricing depends on size of ad.)
If yes, you will be contacted regarding the advertisement.

List all items sold. Use a separate sheet, if needed

1	
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Fee Calculation Area:

Single Item Setup:

10 X 10, \$190 \$ _____

10 X 20, \$315 \$ _____

Multiple Item Setup:

10 X 10, \$215 \$ _____

10 X 20, \$340 \$ _____

Power:

120 Volt, 20 amp, \$40 \$ _____

240 Volt, 50 amp, \$50 \$ _____

Additional space:

Single Item booth: \$1.90 per sq foot \$ _____

Multi-Item booth: \$2.15 per sq foot \$ _____
(L X W = Area sq ft)

TOTAL: \$ _____

National Oldtime Fiddlers' Contest and Festival®

Sandra Cooper, Festival Director
PO Box 447
Weiser, ID 83672

(208) 414-0255

festival@fiddlecontest.com



Website Promotion Information

We are endeavoring to make this a great year in spite of the economic gloom and doom. We believe in positive thinking combined with good old-fashioned hard work and horse sense!

One of our goals is to help promote vendors in Bluegrass Village by allowing you to write descriptions of the products you sell and include photos of products you wish to feature for inclusion on our website. We are starting early with this in order to better serve our vendors. Hopefully this will increase business for you at the event and will serve to draw more attendees.

We also occasionally receive requests from other event organizers in the Northwest asking us to share vendor contact information with them.

We **DO NOT** share information with other events or post it on our website without express written permission from you. The form below allows you to opt in or out of sharing your information.

Vendor Information Release

First Name: _____ Phone: _____

Last Name: _____ Fax: _____

Name of Business: _____ Email: _____

Mailing Address: _____

Mailing Address 2: _____

City: _____

State: _____ Zip/Postal Code: _____

Items Sold:

The **National Oldtime Fiddlers' Contest and Festival®** may share my contact information with other events that inquire about vendors YES NO

The **National Oldtime Fiddlers' Contest and Festival®** may post information I provide about my products on their new Bluegrass Village website YES NO

Signed: _____ Dated: ____/____/____

You may include photographs of your products and booth if you wish or email them to festival@fiddlecontest.com with a detailed description. Inclusion of photos on the website is not guaranteed, and photos cannot be returned.