

## Food Vendor Registration Form

**Saturday, October 1, 2011**  
**11 AM - 9 PM @ Salmon Brook Park**  
 (Application Deadline – June 30, 2011)

<b>Contact Name:</b> <i>(Please Print)</i>	
<b>Business Name:</b> <i>(Please Print)</i>	
<b>Street Address:</b>	<b>City, State, ZIP:</b>
<b>Work Phone #:</b>	<b>Cell Phone #:</b>
<b>E-Mail Address:</b>	<b>CT State Tax Number:</b> <i>(Required)</i>

**Menu offerings:**

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_

<b>Registration Fee (required)</b>	<b>\$50.00</b>	<b>\$50.00</b>
___ <b>Tent Rental (9' x 10')</b>	<b>\$160.00</b> <i>(per tent)</i>	
___ <b>One 8' Table and Two Chairs Rental</b>	<b>\$15.00</b> <i>(per set)</i>	
___ <b>*Electricity</b>	<b>\$25.00</b>	
<b>Total Enclosed</b> <i>(Make check payable to 'Celebrate Granby 225')</i>		

*\*Electrical booths are limited and will be filled in the order of the date your registration form is received*

\_\_\_ **Enclosed is my W-9**  
 \_\_\_ **Enclosed is my Certificate of Insurance**

In additional to the above fees, I, \_\_\_\_\_ (name of business owner), on behalf of \_\_\_\_\_ (name of business), agree to pay 15% of gross sales from all proceeds during the Celebrate Granby 225 event on October 1, 2011 to Celebrate Granby 225.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**WAIVER (must be signed and dated by applicant):**

By submitting an application to this event, I acknowledge that property is brought to the event at my own risk. I also realize that in bringing goods to this event, setting up my space, operating during the event and removing my remaining property at the end of the event, there is a possible risk of injury to myself and others working with me while participating in the event. I agree to assume the risk of injury that I might suffer or for property loss or damage of any kind while participating in this event. In addition, I agree to hold the Town of Granby and Celebrate Granby 225, its employees, officials and agents harmless from any liability to those individuals working in my booth or to third parties arising from my provision of goods or services at this event.

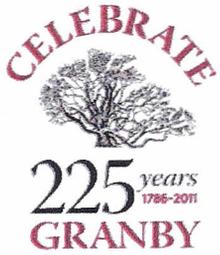
Signed: \_\_\_\_\_ Date: \_\_\_\_\_ On behalf of: \_\_\_\_\_ (Business)

For questions, please contact: Kathy Ungerleider at 860-653-6327 ([katungy@cox.net](mailto:katungy@cox.net))  
 Debbie Cramer at 860-653-6617 ([deborah\\_cramer@sbcglobal.net](mailto:deborah_cramer@sbcglobal.net))  
[www.granby-ct.gov](http://www.granby-ct.gov)

*For office use only*

Date Received: \_\_\_\_\_ Amount of Check: \_\_\_\_\_  
 Received by: \_\_\_\_\_ Check Number: \_\_\_\_\_

Date Accepted Appl.: \_\_\_\_\_  
 Date Notified Vendor: \_\_\_\_\_



## FOOD VENDOR RULES & GUIDELINES

1. **Deadline** - Application deadline is June 30, 2011. Payment by check only, made payable to **Celebrate Granby 225**. Remit to Celebrate Granby 225 c/o Events Committee, 15C N. Granby Road, Granby, CT 06035.
2. **Booth Location** - Locations will be determined by Celebrate Granby 225 committee
3. **Booth Staff** – All businesses/organizations must have an adult present in the booth at all times.
4. **Set up & Take down**- Set up time is 8:00 AM - 9:00 AM. All vehicles must be off the field and moved to a designated parking area. Set up is allowed Friday, however, there is no security on Friday. Take down is prior to 6:00 PM (all items and vehicle will need to be moved off of the field by 6:00 PM) or after the conclusion of the fireworks.
5. **Security** - Celebrate Granby 225 and the Town of Granby are not responsible for any items left in your booth
6. **Celebrate Granby 225 Parade** - The parade will begin at 11:00 AM - traffic will be prohibited around the parade route, please plan accordingly.
7. **Event Hours** - Saturday, October 1 from 11:00 AM – 9:00 PM (fireworks begin at 7:00 PM)
8. **Rain or Shine** – In the event of rain, every effort will be made to proceed as planned. Therefore, please prepare for such a circumstance. There will be no refunds.
9. **Electricity** – For those needing electricity, please bring your own electrical cords. The cords must be 12 gauge extra hard usage weatherproof SOW cords. A 75' – 100' cord is advisable.
10. **Food Permit** - Please contact the Farmington Valley Health District and obtain a temporary food permit. They are located at 50 Avon Meadow Lane, Avon, CT. (860) 676-1953. We require a copy to be on file with us prior to the date of the event.
11. **Food Tents** – All food vendors using open flame or gas grills must have a working fire extinguisher on site.
12. **Insurance** – Certificate of Insurance is required for all participants indicating that General Liability coverage and Workers Compensation coverage (if your organization has employees) is in force. Under Description of Operations, The Town of Granby is to be added as an additional insured. The Certificate Holder is Town of Granby, Celebrate Granby 225. We require a copy to be on file with us prior to the date of the event.
13. **Parking** - Two (2) parking permits will be provided for staff working the booth one week prior to the event.
14. **Food Tickets** – All food items will be sold using tickets, sold at central ticket booths. All prices are to include sales tax. Tickets will be collected periodically throughout the day and counted the following day. The Celebrate Granby 225 committee will retain a 15% donation. Checks will be issued within seven (7) days. Please enclose a W-9 with the registration form.