

MOXEE HOP FESTIVAL 2018

THURSDAY, FRIDAY AND SATURDAY

AUGUST 2nd, 3rd, 4th

To All Food Concessionaires:

The East Valley Community Enhancement Association (EVCEA) is accepting applications for Food Concessions for the Moxee Hop Festival to be held Thursday, August 2nd 4 to 10 pm, Friday, August 3rd noon to midnight and Saturday, August 4th 7 a.m. to midnight in the Moxee City Park in Moxee WA. We invite you to apply as a Food Vendor and share in this special event, which has drawn from 7,000 to 10,000 attendees each year.

Please read the enclosed information carefully. **Fill out the application completely and return it along with the registration fee and Certificate of Liability Insurance to EVCEA** as quickly as possible, no later than July 14, 2018. For more information please contact Lois Collett, 509-452-5632 or plugradsmom@aol.com. Email is the best way to contact me.

RULES AND GUIDELINES FOR FOOD VENDORS

A limited number of food concessions will be selected to provide a variety of food and beverages. Once selected, concessionaires will be allowed to serve only the specialty foods that each was chosen to provide, (such as Mexican food, Thai, elephant ears, tropical snow, beer battered spuds, etc.) plus other common fair and/or festival foods that are not considered specialty items. This not only gives festival attendees a good variety but also a better opportunity of profit for our concessionaires. EVCEA reserves the right to accept or reject any applicant and/or their choice of food items.

All permanent booths, trailers, etc., must meet State Electrical Code requirements, and must have been inspected and display a current seal from the Department of Labor and Industries.

All vendors are **required** to have Product Liability Insurance and their Certificate of Liability, copies of these documents must be included with your application. The City of Moxee and the EVCEA must be listed as "additional insured". Vendors **will not be allowed in the park** if we have not received or you do not have with you these documents.

Vendors are expected to comply with all applicable rules regarding the collection and payment of Washington State sales tax and any local taxes or fees.

Because of special sponsorship arrangements, beverage sales will be limited to Pepsi products. You can arrange product through the local Pepsi distributor.

Ice will be available in the park all 3 days. Ice may be purchased at the T-shirt booth; 20# bags for \$6.00.

All food concessions must comply with the requirements of the Yakima Public Health Department. EVERYONE handling other than prepackaged foods must obtain a "Temporary Food Permit". You may download the application on-line at yakimapublichealth.com or

contact the **Yakima Health District** at 509-575-4040. Applications must be returned to the Health Department with the fee at least 2 weeks prior to the event. The permit must be displayed at the festival. Please be sure to follow the approved hand washing facility rules and regulations. Failure to comply with Health District rules may result in immediate closure.

Every booth handling other than prepackaged foods must have someone working at all times that has a current **“Food Handler’s Card”**, and must post a copy in your booth. Prepackaged foods are foods that are kept on store shelves at room temperature.

Restaurants must have a catering permit or endorsement, it must be posted.

Booths must be fully set-up no later than 2:00 p.m. Thursday August 2nd, (the beer garden will open at 4:00 p.m.) and all personal vehicles must be out of the park and the Cul-de-Sac by 2:30 p.m. If for some reason you are unable to set up on Thursday and will be setting up on Friday, August 3rd you must be set up and vehicles out of the park by 10 a.m. The festival hours are Thursday 4 to 10 p.m., Friday, noon to midnight and Saturday, 7 a.m. to midnight. Vendors may start selling as soon as they are ready. **No personal vehicles, only emergency vehicles, are allowed in the park during open hours, in accordance with the Moxee Law Enforcement.** You may close your booth at any time but you may not bring your personal vehicles into the park until it closes. **In case of an emergency please contact any of the emergency or police personnel or EVCEA members.** There are not any exceptions to this rule!

NOTE: The **“Kids Games”** closes at dark; there is not any lighting in that area. So if you are a vendor in that area you may want to consider closing at that time too or at least consider that sales may be much less.

All vendors are expected to comply with the minimum pricing guide of food items as determined by the EVCEA. Concessionaires may price their product more than the minimum price but not lower.

Any non-food vendor will be restricted to providing only **one** prepackaged food or drink item and will not price that item less than the food vendors’ prices.

After careful consideration the Hop Festival Site Plan Manager will assign each vendor a space/location. One space is 10 x 20 ft, you may request additional space, at a reduced fee.

To apply fill out the online application form completely and return it with the registration fee, a copy of your Certificate of Liability Insurance with the City of Moxee and EVCEA listed as “Additional Insured” a copy of your Product Liability Insurance and a complete listing of your items for sale by July 14, 2018. (No percentage of sales will be taken).

Registration fee \$300.00

Late Registration fee \$325.00 after July 14, 2018

If for some reason you are not accepted at the Moxee Hop Festival your fees will be refunded.

Please return all completed registration forms and fees to :

Food Vendor Chair
Lois Collett
P O BOX 518
Moxee WA 98936

Questions? Please contact Lois Collett at 509-452-5632, or the best way is to email me at plugradsmom@aol.com

MOXEE HOP FESTIVAL 2018 APPLICATION

_____Yes, I/We will be participating in the 2018 Moxee Hop Festival, August 2nd, 3rd, and 4th: I/We agree to sell at minimum or higher prices the items listed below. I/We have included a copy of the menu and the prices, permits and Certificate of Liability Insurance and Product Liability Insurance. All items having been approved by EVCEA. Please consider the following menu items: (please attach a list of your menu and prices).

Type of booth or trailer: _____ Commercial _____ Constructed

Please describe the size and shape of your booth or trailer: _____

Water and electricity will be available.

Do you need electricity: _____Yes _____No (Please be very specific, may determine location.)

Electrical requirements: (amps if possible) _____Amps _____110 _____220

Do you have a generator?: _____Yes _____No

Electrical cords are not provided, be sure that your cords are in good condition.

You must provide your own tables, awnings, chairs, night lighting, and change. The Hop Festival will not provide change.

I/We HAVE READ AND AGREE TO ALL THE REQUIREMENTS LISTED IN THIS CONTRACT.

In consideration of the acceptance of this application, applicant agrees to save and hold harmless the East Valley Community Enhancement Association (EVCEA) and the City of Moxee from any loss or damage to persons or property caused by operation of applicant's unit with Moxee Hop Festival activities, and further agrees to defend said association from any claims for such damages.

Name of Business/Organization and address: _____

Telephone: Day _____ Evening _____ Cell _____

Please indicate which one is the best to reach you! Or Email _____

Print your name: _____

Signature: _____ Date: _____

_____ \$300.00 Registration fee _____ \$325.00 Late Registration fee

Return application with appropriate fee and insurance. Fees will be refunded if application not accepted