



2012 Sacramento Music Festival – Food Vendor Application Memorial Day Weekend – Friday May 25, 2012 through Monday May 28, 2012

Thank you for your interest in being a food vendor at the 2012 Sacramento Music Festival. Please review these instructions carefully. If you have any questions regarding the application please contact **Crawford Paton** at (916) 397-6053 or email cgpate@sbcglobal.net. Incomplete applications will not be considered.

1. This application is for information only and is **NOT** a contract or bid for services, nor is it a guarantee of space.
2. All questions must be answered completely. Be sure the information you give is accurate as it will be the sole representation of your business for the selection process.
3. Your complete menu must be included with this application. The menu must be specific. If a contract is issued, it will be assigned on the basis of the submitted menu so please be thorough. Estimated prices of each menu item must be included. Prices must be in \$1.00 increments.
4. Consideration is given to the products all vendors are selling so you may be asked to eliminate some items from your menu if they conflict with the major food item of another vendor situated in the same site. Vendors in the same location will not be allowed to sell like products. Exception to this is beverages. The approved menu will become a part of your contract.
5. All vendors doing business at the Festival are independent contractors. If we decide to use your services we will send you a Performance Contract before our annual event in May 2012. Everyone will be notified as soon as the selection process is completed, approximately mid-February 2012.
6. Do not send money with the application. Deposits will be due with the signed contract.
7. If a contract is issued, the location of your booth will be determined by Festival management and you will be notified of where you will be located prior to the start of the Festival.
8. A recent photo of your total set-up is required. Photos will not be returned. If a photo is not available, please submit a diagram of your set-up drawn to scale as much as possible.
9. Be sure to provide all information requested and sign the application where indicated.
10. Save a copy of this application for your future reference.

Following are some of the requirements to help you in making the decision whether you would like to do business at the 2012 Sacramento Music Festival.

1. At the Sacramento Music Festival there are various “sites” set up in the area of Old Town Sacramento. These sites are badge controlled and only persons who have purchased the badges are allowed entrance into each site. Each site has a performance stage in which bands rotate about every 90 minutes. Some of our sites are in establishments, such as restaurants and hotel ballrooms. Other sites are fenced, outdoor sites. Festival food vendors are only situated at the outdoor sites. Establishment sites handle their own food and beverages. Most food vendors are set up inside a fenced parameter. A limited number of food vendors set up on the street and sell to the general public. Food sales on the public streets have very strict limitations and conditions by which we must abide.
2. Food vendors are not allowed to accept cash as payment for their products. Customers use Festival food and beverage tickets to purchase products from the vendors. Prices are in \$1.00 increments. **TIP JARS ARE NOT ALLOWED.** Food vendors turn in food tickets to the Festival Office for payment at the end of the Festival (within two days).
3. The Festival uses two different colored tickets. One color for volunteer tickets and another for the general public. Food vendors are required to separate volunteer tickets from public sales tickets. Tickets are to be bundled in groups of 100, and secured by small rubber bands.
4. The Festival does not charge per vendor spot, instead the Festival receives **26%** of the net sales volume (**net = gross sales less 8 3/4% sales tax**).
5. Ice is available for purchase by the food vendors at the same rate paid by the Festival.
6. If you are awarded a contract, in order to operate you will need to furnish a copy of your Seller’s Permit, a copy of your Business License, Proof of General Liability Insurance of no less than \$1,000,000, Proof of Worker’s Compensation Coverage if you hire employees to work the Festival (if no employees are hired for this event, a letter stating this fact must be on file with the Festival) and an Environmental Health Permit.
7. If you do not have an annual Environmental Health Permit with Sacramento County, you will be required to have a Temporary Food Operating Permit. The Festival will provide you with the necessary application form and will purchase the temporary permit for you. The Festival will then collect the fees for the permit at the time you are reimbursed for your food and beverage tickets.
8. A \$150.00 refundable cleaning deposit is required per location. This deposit will be returned to you after you have been reimbursed for your food and beverage tickets if the location has been left in a clean condition.



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Submit Application to: Sacramento Music Festival 106 K Street, Suite #1 Sacramento, CA 95814 Attn: Crawford Paton, Concessions Manager
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Business Name: _____

Owner's Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Business Phone: _____ Home Phone: _____

Cell Phone: _____ Email Address: _____

California Seller's Permit #: _____

Event Contact Name (If different than Owner): _____

Cell Phone: _____ Email Address: _____

Product/Services to be sold: _____

Sales Unit Type (booth, tent, trailer, etc.): _____

Size of Complete Set-Up: Complete set-up includes all units, sales, service and storage.

You will be allotted space based on the size you submit to us.

Length or depth (from a back fence to the front): _____

Width (front from side to side, along the customer access aisle): _____

Height (including all signs/displays): _____

If trailer - side you sell from: **(Left or right of tongue)** _____

Submit a recent photo (or copy) of your total set-up. Photos will not be returned. If a photo is not available, submit a diagram of your total set-up, drawn to scale.

If larger than a regular pick-up truck/SUV, size of vehicle delivering your sales unit: Length: _____ Height: _____

Parking space is very limited during the Festival. There is no room available for personal vehicles by the site areas. We allow one supply/storage vehicle to be parked as close as possible to your assigned location. There is no guarantee that it will be next to your location. Do you have a supply/storage vehicle that you need to access during Festival operating hours? (Check only one)

- _____ Yes, I access my supply vehicle during Festival & Jubilee operating hours.
- _____ No, I keep all supplies I need for the day at my set-up location.

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Personal Vehicle: Parking garages are in close proximity. During the Festival vehicle access is limited to IN/OUT only in Old Sacramento. You may bring personal vehicles in during early morning hours, **but they must be removed by 9 AM.** Special vehicle passes will be assigned to you.

Water:

- _____ I need a direct water line hooked up to my unit.
- _____ I need to fill 5 gallon buckets on a daily basis from a sink or hose.
- _____ My unit has its own water storage tank and I have no need for additional water.

Waste Water:

There are no sewer connections at any of the Festival locations. Gray water tanks will be ordered for you if you have large waste water requirements. Buckets may be dumped in the gray water tanks at the site depending on how much water you dump. **Sacramento City has hefty fines for dumping in the street sewers.**

- _____ My unit needs to continuously drain waste water to an external holding tank.
- _____ I need to dump 5 gallon wash buckets on a daily basis.
- _____ My unit has its own waste water holding tank and I have no additional needs.
- _____ My unit has its own waste water holding tank and I need my tank pumped on a daily basis.
- _____ I have no waste water.

Daily amount of waste water you produce: _____

Electric: List each piece of equipment that requires electricity and the amount required. You can usually find this information on the model and serial number tags attached to the equipment. It is imperative that we know the amount of electricity required by the vendors.

Festival electricians set up electrical panel boxes in the sites. In addition to supplying power to vendors, these panel boxes generate the electricity for the stage lights and sound systems. In the event of a power shortage, we will not be shutting down the sound systems. Therefore, your information must be accurate.

List the **actual** amp draw (or pull) of your equipment. We need to know that you pull 7 amps on one piece of equipment and 6 amps on another. **Do not combine the amps into one number.**

Electrical Equipment	Volts	Amps

List additional equipment on the back.

_____ I use propane. Number of tanks: _____ Size of Tanks: _____

_____ I use a Barbeque. Fuel Type: _____

_____ I use deep fryers. Number of fryers: _____ Fuel Type: _____ Size of Fryers: _____

Note: You are responsible for cleaning up your area or your \$150.00 deposit will not be returned.

Certification of Applicant

I have read and understand the instructions and requirements for participation at the Sacramento Music Festival. I understand that this form is an application only and is neither a commitment by the applicant nor a guarantee by the Sacramento Music Festival that I will be accepted as a vendor at the 2012 Festival. I certify that all information contained in this application to be true and accurate to the best of my knowledge.

Printed Name: _____

Signature: _____ **Date:** _____

Please answer all questions accurately. Your size and needs help us to determine in which site and in which location we can place you. The available space for vendors is very limited. If a contract is awarded to you it will be based on the information provided on this application.

If you have needs or space requirements other than what we have made available, we may not be able to accommodate you when you arrive at the Festival for set-up.