



2020 WOOSTERFEST FOOD CONCESSION AGREEMENT

EVENT HOURS:

Friday, October 2 • Noon to 11:00 PM

Saturday, October 3 • 11 AM to 11:00 PM

Please review the enclosed rules and regulations carefully. Applications due March 27, 2020.

FOOD CONCESSION POLICY

The Wooster Area Chamber of Commerce will fulfill food vendor applications as recommended by the Woosterfest Committee. Vendor selection will be made by the committee and will take into consideration various factors that benefit the event. If selected to participate you will be notified by May 29, 2020. Based on the number and type of applications received, your menu may or may not be approved by the committee.

RULES & REGULATIONS

- Set up time begins at 6:00 a.m. and is required to be completed by 10:00 a.m. on Friday, October 2, 2020.
- Concessions must be in full operation at all times during festival hours.
- In the case of inclement weather, the concession must be staffed until the festival is cancelled or delayed by the Wooster Area Chamber of Commerce.
- You are required to clean your exhibit space at the end of each day. Please break down all cardboard boxes and dispose of properly. All grease must be disposed of properly.
- You are REQUIRED to carry liability insurance in the amount of \$1,000,000.00. A certificate of insurance must be on file at the Chamber office before you are permitted to set up.
- All trailers are required to utilize hard-wire electrical during all hours of the show. Use of generators is strictly prohibited.
- You must obtain the necessary permits required by the Wayne County Health Department and have them conspicuously posted in your concession at all times.
- There will be ABSOLUTELY no subletting of your space.
- You are solely and fully responsible for your own property and equipment and should insure your concession against loss or damage from any cause whatsoever.
- By signing this agreement, you agree to hold the Wooster Area Chamber of Commerce, its members, trustees, employees, sponsors and agents harmless from any liability for damages to any person or property for any cause whatsoever.

- **Vendors not following rules and regulations or submitting inaccurate sales figures will be banned from future Wooster Chamber events.**

HEALTH DEPARTMENT REQUIREMENTS

- You must dispose of your gray water.
- You will need to bring 100 feet of hose and a 5-gallon bucket with a small sump pump.

CONCESSION FEES

- Chamber member concessionaires will be charged 15% of GROSS SALES. Non-member concessionaires will be charged 20% of GROSS SALES.
- A non-refundable deposit of \$450.00 per trailer must be received with the application and is deductible from the amount owed for gross sales after the event.
- The concession fee must be paid by check payable to the Wooster Area Chamber of Commerce within one week of the festival. No cash transactions will be permitted.
- Payments received after seven days will be charged a late fee of \$25.00 per day.
- A completed daily sales receipt log must be turned in with payment.

APPLICATION FORM

Name of Vendor		Contact Name	
Mailing Address			
City	State	Zip	
Phone Number		Cell Phone	
Email Address		Fax Number	
Items to be Sold			
Size of space needed: _____ feet x _____ feet			
Please check one: <input type="checkbox"/> self-contained food wagon <input type="checkbox"/> booth			
Do you require water? : <input type="checkbox"/> Yes <input type="checkbox"/> No			
Do you have a refrigerated truck? <input type="checkbox"/> Yes <input type="checkbox"/> No (Please note: No vehicles in street after 10 AM)			
Electric Requirements: <input type="checkbox"/> 220 <input type="checkbox"/> 110 (30 AMPS MAX)			
I will use the following equipment:			
1. requiring _____ volts and _____ amps.			
2. requiring _____ volts and _____ amps.			
It is understood and agreed that all rules and regulations governing Woosterfest are part of the conditions under which contracts are granted. I have read the rules and regulations and will abide by said rules.			
Printed Name		Date	
Authorized Signature		Title	

WOOSTER AREA CHAMBER OF COMMERCE

377 West Liberty Street • Wooster, OH 44691

(330) 262-5735 • Fax (330) 262-5745

Email: szimmerly@woosterchamber.com • www.woosterchamber.com



**WOOSTERFEST
FOOD CONCESSION SALES FORM**

Sales figures and payment are due at the Chamber office no later than Monday, October 12, 2020. A late fee of \$25.00 per day will be applied.

Payment must be made by CHECK ONLY and mailed or delivered to the Wooster Area Chamber of Commerce, 377 West Liberty Street, Wooster. Payments made in cash or to a third party will NOT be accepted.

Name of Vendor		Contact Name	
Mailing Address			
City	State	Zip	
Phone Number		Fax Number	
Are you a Chamber member in Good Standing?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Friday GROSS Sales		Saturday GROSS Sales	
TOTAL GROSS SALES			
AMOUNT DUE: (15% for Chamber Members / 20% for Non-Members)			
Late Fee (If Any)			
Less Deposit:			
TOTAL FEE REMITTED			
<i>I do solemnly declare and affirm that the sales figures submitted above are true and correct to the best of my knowledge, information, and belief.</i>			
Printed Name		Date	
Authorized Signature		Title	

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