



37th Annual Dogwood Festival

April 29, 30 & May 1, 2011
Siloam Springs, Arkansas

OFFICE USE ONLY

DATE RECEIVED: _____

DATE APPROVED: _____

BOOTH NUMBER(S): _____

CK#: _____ AMT: _____

DATE PD: _____ INVOICE #: _____

BALANCE DUE: _____

LIABILITY INSURANCE: Y N

PHOTO OF TRAILER: Y N

MENU/PHOTO OF FOOD: Y N

Food Court Vendor Application

Name of Business/Organization _____

Representative/Contact Person _____

Address _____

City/State/Zip _____

Daytime Phone _____ Fax _____ Email _____

Commission Fee: 15% of Gross Sales

Commission Fee is 15% of your daily gross sales and will be payable per the Food Vendor Rules provided to you at time of receipt of application and upon Check-In. The commission fee and collection process is the same for all food vendors.

Vendor Space Fee: \$200

1. Electricity will be provided if necessary.
2. Food Court Vendors must supply their own extension cords and adaptors.
3. Only a few 220 outlets are available. They will be given on a first-come, first-served basis.
4. Your trailer/set-up is subject to an electrical inspection by the City Electrical Inspector to assure the safety of the system.
5. **Generators are NOT allowed.**

My electrical needs are:

_____ None

_____ 120v @ _____ amps

_____ 240v @ _____ amps

PLEASE NOTE: Electrical demands in excess of 30 amps are not available.

Length of trailer (including tongue) _____

An electrical/grease fire extinguisher is mandatory in your trailer/set-up and must be provided by the Vendor.

Menu & Prices

Please send a **complete** menu of all items you wish to sell* and the prices you intend to charge. **Prices shall include sales tax, which is 9% in the city of Siloam Springs**

(6% state, 1% county, 2% city). Sales tax rates are subject to change. The vendor shall be responsible for the collection and the payment of any sales upon the gross receipts as required by Arkansas State Law.

***Some items in your menu may be rejected by the Committee to avoid duplication.**

NOTE: Ice is NOT available on premises.

Please list all experience and references in which you have been involved, i.e., large festivals, state fairs, etc...

Please attach the following to the application:

1. A copy of current liability insurance coverage (minimum \$1 million)
2. Photo of your trailer unit
3. Photo of your food menu items you request to sell.

ALL FOOD VENDORS ARE REQUIRED TO HAVE HEALTH PERMITS. ALL FOOD VENDORS WILL BE INSPECTED BY THE LOCAL HEALTH DEPARTMENT. IF YOU DO NOT HAVE A CURRENT, VALID HEALTH PERMIT, YOU WILL BE REQUESTED TO LEAVE THE FESTIVAL WITHOUT A REFUND OF THE VENDOR FEE.

When applying to be a Food Court vendor at the Dogwood Festival: The vendor space fee of \$200 must accompany all signed applications. The Dogwood Festival Committee will collect the 15% commission from all vendors during The Festival. All payments are deposited upon receipt.

If you are not selected to be a Food Court vendor at the Dogwood Festival: The Vendor Space Fee paid at time of receipt of your application will be refunded to you within 30 days of notification by the Dogwood Festival Committee.

Signed contracts must be returned by February 1, 2011.

Please sign to acknowledge that you have read and understood the general information and that you agree to abide by the rules and regulations and that you are hereby making application for the 37th Annual Dogwood Festival.

Signature _____ Date _____

Please return application to: Dogwood Festival Committee
Siloam Springs Chamber of Commerce
PO Box 476
Siloam Springs AR 72761-0476
479-524-6466 phone
479-549-3032 fax
steve@siloamchamber.com