

Automania

Specialty Food Vendor Application

Return application to: **Automania at SpringBrooke**
507 Golf Course Lane
Beaver Creek, MN 56116

Event Date: Saturday August 22nd, 2020 12PM – 10PM Application Deadline: May 31, 2020

<i>Business Name:</i>			
<i>Mailing Address:</i>		<i>City:</i>	<i>State:</i>
<i>Contact Name:</i>		<i>Email Address:</i>	
<i>Phone Number – Day:</i>	<i>Phone Number – Evening:</i>	<i>Phone Number – Cell:</i>	
<i>SD Sales Tax Number:</i>		<i>Will you need electricity during the event? For "Yes," add \$50</i> <input type="checkbox"/> YES (add \$50) <input type="checkbox"/> NO	
<i>Description of booth set up (wagon, concession stand, display tables, etc.) and space needed:</i>			
<i>List your top 3 menu choices and pricing:</i>			
	<u><i>Menu Item</i></u>	<u><i>Menu Price</i></u>	
1.			
2.			
3.			
<i>All items below MUST accompany application:</i>			
<input type="checkbox"/> Specialty Food Vendor Fee – \$400* per 10x10 space - Number of spaces needed: _____ <small>*Subject to availability. Call office for details 605-951-5045.</small>			
<input type="checkbox"/> Copy of General Liability Insurance Policy certificate listing Automania as additionally insured			
Make checks payable to: Automania Brandon, SD			
<p>The Automania Planning Committee will review all applications and reserves the right to reject any application. The organizers of these events make no guarantee regarding profit to be made by vendors. Vendors and exhibitors will receive and comply with the guidelines and rules as determined for Automania sponsored events. Noncompliance will result in revocation of the privilege to vend or exhibit at this event. The undersigned certifies that he or she has read the Automania 2020 Vendor Guidelines provided with the application and agrees to abide by them. All vendors are responsible for complying with all City of Beaver Creek and State of Minnesota rules and regulations pertaining to selling items and preparing and selling food or beverages.</p> <p>The undersigned also certifies that he or she agrees to indemnify and hold harmless the City of Beaver Creek, Automania, Automania 2020 Planning Committee members, Automania 2020 sponsors, building owners and tenants from all damages, liabilities, costs and expenditures, including all legal fees, which may occur by reason of use of the designated site or participation in Automania 2020.</p>			

I have read and agree to abide by the above statements and the attached Automania 2020 Specialty Food Vendor Guidelines.

Signature: _____

Date: _____

Printed Name: _____

Automania

Specialty Food Vendor Guidelines

Event Date: Sat. August 22, 2020

SELECTION PROCESS

The Automania Committee will take an active role in the selection of food vendors. Once those are chosen, we will select outside vendors based on the types of foods offered, the quality of the presentation, the vendor's experience, and the date by which we receive their application. Our goal is to have a balance and variety of high quality foods offered to the public for the Automania event.

QUALITY OF PRESENTATION AND WHAT WE PROVIDE

We require all vendors to have a professional presentation, and each will be responsible for supplying tables, chairs, a canopy, equipment, garbage receptacle and other needs for the operation. Signage and banners need to be clean and professional looking. We encourage you to submit a picture of your booth, as the look and uniqueness of menu will be very important to the selection committee. Due to the nature of the event, no charcoal grills are allowed. If you are cooking with grease, you must provide your own tarpaulin which must cover the full footprint of your cooking area. A separate, fully refundable cleaning deposit check is required, and will only be cashed if additional labor or cleaning fees are needed to clean your area afterwards. Dumpster locations at the event will be provided for your use. Compostable products and recycling are strongly encouraged. A maximum of 20 amps will be made available if possible. Vendors must supply their own heavy-duty extension cords and provide for their safe use. The use of a generator may be appropriate depending on your needs, but they should be placed so as to not interfere with the flow of pedestrian traffic or the ambient noise of the event.

MENU CHOICES

Please fill out your top three menu choices with your application. We will do our best to give vendors their first and subsequent choices, but cannot guarantee they'll receive it. We do not want numerous vendors selling the same thing at any given event.

BEVERAGE POLICY

Food vendors wishing to sell a "homemade" or no-brand product such as lemonade, coffee, or smoothies, should indicate so on their application as part of the menu selection. Allowances for these types of beverages will be made on a case-by-case basis.

INSURANCE REQUIREMENTS

Vendors must have liability insurance for this event. At time of application, we ask that you **submit a copy of your General Liability Insurance Policy listing Automania as additionally insured**. No one will be allowed to vend at Automania without this proof of liability.

APPLICATION DEADLINE, ACCEPTANCE NOTIFICATION AND HOW TO APPLY

We will accept applications up until the deadline of May 31, 2020, or until all available spaces are full. **A late fee of \$150 will be imposed for applications submitted and accepted after May 31, 2020.** Placement priority is first based on the order of applications received. You must submit the completed application, along with **one check** for the vendor fee. Including a photograph of your booth and signage is strongly encouraged. You will be notified of acceptance no later than May 31, 2020. Once accepted, you will receive a participant packet with set-up information approximately 2 weeks prior to the event. There will be no refunds available once accepted to Automania, as all funds are fully committed to the production, promotion, and marketing of the event.