



January 31 –February 2, 2008

FOOD VENDOR APPLICATION

APPLICANT INFORMATION

Primary Contact: _____

Address: _____

City: _____ St: _____ Zip: _____

Phone: (____) _____ Mobile: (____) _____ Fax: (____) _____

Email: _____ Other: _____

FEES

All beverages, including alcohol must be purchased from event. ***

Food Vending Fee is: \$5,000.00 – Fee includes all (3) days of the festival

Catering Booth Package A: \$5,000.00

Booth Fee includes the following:

- ✓ Up to 10' deep x 10' wide area in the Food Court
- ✓ Up to 110v / 20amps of power
- ✓ (1) 10 x 10 canopy with lighting
- ✓ (1) 8' banquet table
- ✓ (1) 40' Sidewall
- ✓ (2) Folding Chairs

**Client to bring own catering equipment.*

VENDOR RESPONSIBILITIES

All vending booths must adhere to County, City and State Regulations. Please refer to the Rules & Regulations information. The Maricopa County Health Department will be on-site to inspect all Food Vending Booths. Any Health Department inspection fees will be your responsibility.

PRODUCT INFORMATION

In order to avoid sales of the same product, please include a menu and pricing of what you plan to serve or sell along with your application. 944 Media, LLC will do our best to ensure that there is a variety of food offered at the event.

INSURANCE

All vendors must include proof of insurance as follows: **\$1 million general liability and product liability**

The following entities must be named as additionally insured:

- ✓ 944 Media, LLC, its subsidiaries, shareholders, directors, officers, employees and agents.
- ✓ 944 Media, LLC, its subsidiaries, shareholders, directors, officers, employees and agents.
- ✓ City of Scottsdale, a municipal corporation, its agents, officials, officers and employees

All certificates should be emailed to Lab@944.com
APPLICATION DEADLINE: January 7, 2008

FOOD VENDOR WORKSHEET

Business Name: _____ Phone: _____ Email: _____

BOOTH REQUIREMENTS:

Total Booth Size: _____ 10 x 10

Power Required (circle one): Yes No If yes, Quantity: _____

Total Set-Up Time Required: _____ Set-up Arrival Time: _____

Total # of on-site Staff : _____

EQUIPMENT RENTALS (choose one):

Any additional equipment rentals must be preordered through equipment company and paid directly to them. We will forward price list if you have any extra needs.

POWER

Please list all items requiring electricity with their amperages:

Item: _____ Amps: _____ Item: _____ Amps: _____
Item: _____ Amps: _____ Item: _____ Amps: _____
Item: _____ Amps: _____ Item: _____ Amps: _____

Power Requested (check all that apply):

_____ 110/ 20 amps \$n/c

We will contact you with a price list for any additional power needs.

TOTAL FEES SUBMITTED:

Food Booth Fee: \$ 5,000.00

Power: \$ _____

Total Fees Submitted: \$ _____

FOOD VENDOR RULES & REGULATIONS

BOOTH SIZE: All booth sizes will be 10' of frontage by 10' of depth

SETUP & BREAKDOWN: Space locations, setup times and parking information will be included in your acceptance packets, which will be mailed on 14 days prior to the event. You must provide all items needed for your booth (including lights, canopy, sides, cooking equipment, signage, etc. unless you choose to rent the equipment from the event) An event official may provide additional instructions to you. You must use only your allotted space. You may not sublet your space. Event Staff will inform you of the breakdown time after the event is over. No vehicles will be allowed into the event site for breakdown until clearance is given by the City of Phoenix. A site coordinator from the Event will be on-site to assist you in locating your booth space as well as addressing any special needs that you may have throughout the Event.

MENU: A complete list of items served with pricing must be submitted with your application. You must sell only those items listed. Any substitutions must be submitted in advance for approval.

SODA/WATER / SPORT DRINKS: All Refreshments that you sell must not compete with Official Sponsors of the Event. An official Soda, Water Sport Drink and Energy Drink will be secured for the event No "Bag in Box" will be provided for this event. The Official Drink Sponsors will sell all products to you at the event. Sponsors will call you to make arrangements for your booth. You may not sell any other brands of soda or water at this event. Sponsor Drink companies will only deliver items once, at the beginning of the event, buybacks will be honored for full cases of non-mixed product, however – your refund for unused product will take up to 30 days from sponsor's corporate offices. The official price of soda will be \$2.00 including all taxes. Vendors must adhere to this price at all times. All signage of other soda distributors must be removed or covered during the event.

INSURANCE: You must provide a certificate of insurance to 944 Media, LLC no later than 14 days prior to the event. The following entities MUST be included as additionally insured: 944 Media, LLC, and City of Scottsdale, Exact wording as should appear on the Insurance Rider is indicated in the application. You, the vendor, must incur all insurance costs. You must have a minimum of \$1,000,000 general liability, product liability, and Statutory Worker's Compensation Insurance. SB Green, LLC, and City of Scottsdale, are held harmless from any and all claims arising out of your operation or product sales

HEALTH DEPARTMENT: You must adhere to all rules and regulations setup by the Maricopa County Health Department. The county requires that all employees obtain food service cards. All Health Department fees must be paid directly to the Maricopa County Health Department. They will collect on the 1st day of the event or arrangements may be made ahead of time for collection of fees. For Health Department Questions, please contact [\(602\) 506-6978](tel:6025066978)

FIRE & SAFETY: You must obey all fire codes, laws, ordinances and regulations pertaining to health, fire prevention and public safety. You must not nail, staple or otherwise affix anything to walls, the ground or any part of the exhibit area. You are required to be equipped with a 2A10BC fire extinguisher. All equipment will be inspected for proper charge.

ALCOHOLIC BEVERAGES: State law prohibits the consumption of all alcoholic beverages while an employee is on duty.

PERMITS & TAXES: You must acquire your own City of Scottsdale sales tax permit and pay City of Scottsdale sales tax. You are responsible to obtain any other business licenses or permits, which may be required. You are also required to pay all necessary fees, state and other taxes.

WASTE & CLEANUP: Grease traps and gray water tanks will be located in each food area. Please utilize the proper one for each item. You must have all equipment packed and moved by the designated time to allow for cleaning crews. Place all waste in sealed plastic bags. A fair replacement cost will be assessed to all missing rental items. Any damage to rental equipment will also be assessed a fee.

ELECTRICAL USAGE: Electrical is available to those vendors that need it. Fees and electrical requirements are listed on the food vendor application. All vendors must provide a Heavy Duty 100' extension cord for your hookup! Please list all items and the correct amperage for each item in order to avoid power outages. All power hookups will be checked and if you are drawing more power than requested, additional fees may be incurred. Overnight power is available only in certain areas. Additional charges will be required for generators for overnight power.

EQUIPMENT: List all equipment that you wish to reserve for the event. The equipment fee includes all taxes and delivery charges. Event is not responsible for lost items.

PARKING & ENTRY INFORMATION: Parking locations will be mailed with your confirmation letter. Vendor passes will also be mailed. Parking is limited and available on a first come first serve basis

CANCELLATIONS & REFUNDS: No Refunds

INCLEMENT WEATHER: No refunds will be given due to inclement weather or any other uncontrollable Act of God