

LAZY DAZE ARTS & CRAFTS FESTIVAL 2012

Concessionaire Application Form

Saturday, August 25, 2012

Please check one:

Nonprofit Group / Tax ID Number: _____

Commercial Concession Operation

Please check the vending option you are applying for:

I do need electricity

I **DO NOT** need electricity

Concessionaire or Nonprofit Name: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Email: _____ Web Address: _____

On-site contact person on day of the festival: _____

Items to be sold. Only food and non-alcoholic drink items are permitted to be sold. (Be specific.)

ATTACH MENU.



List the electrical appliances you will be using in your concession space during the festival.
(Please NOTE: a maximum of two (2) 110-Volt outlets, not to exceed 40 amps per concession space, may be available. There is no 220-volt power.) NO concession vendor generators are allowed.

Appliance

Amperage Needed

Total Amperage Needed: _____

If you are a nonprofit group, will your group be selling any food to the public any other time during the month of August? Yes No

ADDITIONAL REQUIRED MATERIAL

In addition to this completed and signed application form, a COMPLETE menu of the items you will be selling in your space must be sent with the application (including prices). In addition, please provide two (2) photographs of your concession booth/set-up.

Name of person completing application (please print): _____

Signature

Title

Date

RETURN COMPLETED APPLICATION TO:

**Lazy Daze Arts & Crafts Festival
PO Box 8005
Cary NC 27512-8005**

APPLICATION DEADLINE: March 1, 2012

DO NOT SEND FEES WITH THIS APPLICATION

36th Annual Lazy Daze Arts & Crafts Festival

OPTIONS FOR LAZY DAZE CONCESSIONS VENDING IN 2012:

1. Nonprofit Only Concessionaires

Nonprofit groups from Cary and Wake County are eligible for a concession booth. Preference will be given to Cary-based nonprofit civic, fraternal, school or church organizations. Applicants must provide their Federal nonprofit Tax ID number on the application and a copy of your IRS 501 (c)3 certificate if we do not already have it on file. **It is acceptable for nonprofit groups to partner with a professional concession vendor to provide food service. However, you will need to obtain a Temporary Food Establishment Permit if 100% of the profits do not go to the non-profit group.**

| Food Category | Fee | Electricity (optional and limited) |
|--------------------------------|-------|------------------------------------|
| Main Course Foods | \$175 | \$50 |
| Specialty Foods | \$125 | \$50 |
| Breakfast Brigade | \$75 | -- |
| Additional electrical amperage | -- | \$25 |

2. Commercial Concessionaires

| Food Category | Fee | Electricity (optional and limited) |
|--------------------------------|-------|------------------------------------|
| Main Course Foods | \$350 | \$75 |
| Specialty Foods | \$300 | \$75 |
| Additional electrical amperage | -- | \$25 |

REGULATIONS FOR VENDORS

- Alcohol vending is not permitted.
- You must supply a menu of your concessions items with application (including prices).
- All applicants must submit two (2) photographs of their concession booth/set-up.

HOURS OF OPERATION — Concessionaires must be capable of providing quality food services for the Lazy Daze Arts & Crafts Festival from 8 a.m. to 5 p.m., Saturday, August 25, 2012. Concessionaires are not required to be open to the public at 8 a.m.; however, all booths must be set-up and be inspected by the Wake County Health Inspector, if required, by 8 a.m.

ELECTRICITY / BOOTH SET-UP — **If you have an electrical space, you are only allowed 20 amps with your initial application. Please be very thorough on the electricity portion of the application — to provide you with adequate service, we must know what your needs are. If you require additional amperage, another 20 amps will be allowed at a fee of \$25.00. We can not accommodate electricity requests in excess of 40 amps. Electricity is provided as 110-volt electrical power outlets. Electricity is limited and only available if contracted and paid for in advance. Absolutely no 220-Volt power will be available. All concessionaires must provide their own and utilize only outdoor UL approved extension cords. Outlets must be 3 wire grounded. You must list the amperage of all appliances (including lights and cash registers) on your application.**

All concession spaces are 20 feet wide and 10 feet deep. Mobile units may not exceed this space allotment which includes: trailer, tongue, canopy, counters, etc. All concessionaires must furnish tables, awnings, chairs, etc., in addition to food items. Concessionaires should come prepared with leveling devices to level tables, etc.

SIGNAGE — All booths must clearly display signage. (Please see attached signage information.) Menu signage must be posted in a prominent location, high enough for people waiting in line to see it, with lettering that is easily read from a distance.

TEMPORARY FOOD ESTABLISHMENT PERMITS — To ensure that all our food vendors are functioning in accordance with state law that tracks and issues permits to unregulated food vendors, each concessionaire should be prepared to obtain a Temporary Food Establishment (TFE) permit from the Wake County Environmental Services Department. If you are a nonprofit group and your group **HAS NOT** vended food in the month prior to the Lazy Daze Festival, you will not need to obtain a TFE permit. However, it is your responsibility to make sure that a permit is not required. Effective July 1, 2008, Wake County Environmental Services will be collecting a \$50 fee for each temporary food establishment (TFE) permit issued. Vendor applications, and vendor fees must be submitted at least *14 days* prior to the event for consideration. For more information see: <http://www.wakegov.com/food/festivals/tfe.htm> or call (919) 856-7419.

FIRE SAFETY REQUIREMENTS — All tents used for concession cooking operations or any other open flame are required to be flame retardant with either an attached label or certificate of flame retardancy available for inspection. All other cooking operations or open flames should be at least 10-feet away from any non-flame retardant tent. Portable LP-gas containers of 500 gallons (1893L) or less capacity shall have a minimum separation between the container and tent of at least 10-feet. In addition, they shall be securely fastened in place to prevent unauthorized or accidental movement.

BEVERAGE SPONSOR — We are working on securing a designated beverage sponsor again this year for the Lazy Daze Arts & Crafts Festival. As part of the sponsorship arrangement, if a concessions vendor is selling beverages they **must offer only the specified beverage vendors products** (e.g. Pepsi). This includes bottled water. Information regarding purchasing beverage products will be provided with the acceptance letters.

ADDITIONAL INFORMATION FOR COMMERCIAL FOOD VENDORS — Commercial food vendors must submit a Certificate of Insurance, naming the Town of Cary as an additional insured under this policy. This certificate should have the following minimum limits of coverage: General Liability 1.0M (1 million) per occurrence; 2.0M (2 million) aggregate. A copy of this certificate must be faxed to the Festival Coordinator at 919-469-4344.

SELECTION PROCESS — Selection of concessionaires will be made by the Festival Committee and will take into consideration such factors as types and variety of foods offered. We will endeavor to make all concession selections by the end of April 2012 at the latest. **PLEASE NOTE: the 2011 festival was cancelled due to Hurricane Irene (which arrived on the day of the show). As a result, all non-profit concessionaires that were chosen for 2011 were offered the option to return. That means that there are 2/3 less spaces available than a regular year. The selection process will be extremely competitive.**

FIT CONCESSIONAIRE PROGRAM — The Town of Cary has been designated a Fit Community by the NC Health and Wellness Trust Fund. In an effort to continue Cary's development as a Fit Community, we are launching the Fit Concessionaire Program at Lazy Daze 2012. We are asking each concessionaire to consider including at least one heart-healthy option (water and drinks not included) to participants at the annual Lazy Daze Arts & Crafts Festival.

Each participating concessionaire will have their healthy options featured at the festival both on the kiosk signage and in the program booklet. Please see the heart healthy guidelines below to assist you.

Suggested Guidelines for a Fit Concession Menu Item:

- Maximum 200 calories
- Maximum 480 mg sodium
- Maximum 30.0% calories from fat
- Maximum of 35.0% sugar by weight
-

QUESTIONS? — For more information contact Joy Ennis, Festival Coordinator, at 919-462-3864.