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| FOR COORDINATOR USE | |
| Date Received _____ | |
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| Amount Paid _____ | |
| Payment Method _____ | |
| Booth Location # _____ | |

20th Annual Osceola Heritage MusicFest

PO Box 443 | Osceola, Arkansas 72370
OsceolaHeritageMusicFestival.com | Facebook.com/OsceolaMusicFest

2018 FOOD VENDOR APPLICATION

Please return application with payment to the address above, ATTN: Food Vendors

Food Vendor Booth \$200

Party is responsible for collecting sales tax and completing associated paperwork.

NOTE: Booth rates include TWO weekend festival admission passes. You must purchase admission for any additional persons that will be operating your booth. Line item for this is available below.

Company/Organization Name: _____

Person in Charge: _____

Mailing Address: _____

Telephone Number: _____

e-mail Address: _____

Description of Food Items: _____

Additional Admission: Weekend Pass _____ @ **\$18** = _____

Additional Admission: Friday Only _____ @ **\$10** = _____

Additional Admission: Saturday Only _____ @ **\$10** = _____

Festival T-Shirts _____ @ **\$15** = _____

(Please indicate quantity of sizes: S _____ M _____ L _____ XL _____ 2XL _____ 3XL _____)

Festival Posters _____ @ **\$10** = _____

TOTAL _____

By signing below, I agree that I am an authorized representative of the company/organization listed above and have read and agree to the food vendor guidelines.

Vendor (person-in-charge)

Date



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2018 FOOD VENDOR GUIDELINES

Setup Time: Food vendors set up on Friday between 9:00 AM – 5:00 PM. However, food vendors are encouraged to set up before 12:00 noon for pre-festival lunch business.

Take down Time: Food vendors take down on Saturday after 10:30 PM, or Sunday between 9:00 AM and 12:00 PM.

Registration: Food vendors must register in advance **by no later than noon, Friday, May 11, 2018** (7 days before the festival) with MusicFest committee member Lea Hedger (contact information below)

1. Advance registration of all food vendors is required. The Osceola Heritage MusicFest Committee reserves the right to deny entry to any vendor deemed inappropriate for the festival.
2. Applications will be reviewed to determine eligibility. If application is approved, packets will be delivered prior to the festival with booth location and admission tickets. If application is denied, payment will be returned in full to the applicant.
3. The sale or distribution of alcoholic beverages is prohibited.
4. Vendor subject to obtain health cards distributed by the Mississippi County Health Department.
5. Vendor responsible for providing copy of liability insurance.
6. Food Vendors must provide butane cookers and other supplies needed for cooking or serving soft drinks. No ground fires will be allowed. Food Vendors must provide all their own equipment, tables, chairs, signage, decorations, etc. Electrical access is limited; please inquire about availability at the time of registration.
7. No vehicles allowed in the festival area except during designated setup or take down times above. If you arrive or depart during festival hours, items must be carried in through the main gate.
8. Each vendor will be responsible for conduct of any assistants/employees. Each vendor also is responsible for keeping areas clean. Please bring trash bags. All vendor equipment must be removed from vendor area no later than 12:00 PM on Sunday.
9. Participation as a food vendor includes two weekend passes. Additional MusicFest admission tickets must be purchased separately. In order to enter the festival grounds, all assistants/employees must present their admission tickets or purchase them at the gate.
10. All food vendors and assistants agree to hold harmless the Osceola Heritage Music Festival, Main Street Osceola, and the City of Osceola for any accidents, injuries, or personal property damage that may occur as a result of participating in the event.

Signing below signifies that agreement to abide by food vendor and festival guidelines:

Vendor (person-in-charge)

Date

**Please make check payable to
OSCEOLA HERITAGE MUSIC FESTIVAL**

The Osceola Heritage MusicFest is a 501 (c) 3 nonprofit corporation in the state of Arkansas, and all donations are tax deductible. Festival accounting is co-managed by the City of Osceola, and all proceeds go towards this and future years' festivals and organization functions. IRS W-9 forms will be provided upon request.

Mail forms and payment to:
Osceola Heritage Music Festival
Attn: Food Vendors
PO Box 443
Osceola AR 72370
or drop off to Lea Hedger

For questions about this form, contact MusicFest food vendor coordinator Lea Hedger at 870-622-7173.