



MerleFest[®]

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received
accepted
payment

2017 FOOD VENDOR APPLICATION

Please complete this application and return postmarked by October 15, 2016

Name of Club/Organization _____

Primary Contact _____

Address _____

City _____ State _____ Zip _____

Phone _____ Mobile _____

Fax _____ Email _____

Tax Exempt Number _____

SUB-CONTRACTOR INFORMATION (if applicable)

Company Name _____

Primary Contact _____

Address _____

City _____ State _____ Zip _____

Phone _____ Mobile _____

Fax _____ Email _____

FOOD VENDOR FEESFood Vendor Fee **\$800** Fee **does not** include prep tents or rental equipmentPermit Fee **\$75** Fee for Temporary Food Vendor Permit from Wilkes Co. Health Dept.

QTY

10' x 10' Prep Tent (if needed) **\$185** _____ Tent provided and installed by MerleFest
15' x 15' Prep Tent (if needed) **\$250** _____ Tent provided and installed by MerleFest

Total Fees Due _____ **All fees due by October 15, 2016 with completed application**

2% of GROSS SALES is to be paid to the festival by May 9, 2016 along with the total number of volunteers, hours worked, gross and net sales

Make check payable to MerleFest

PROPOSED MENU

List proposed menu and prices for MerleFest Vendor Selection Committee consideration

Menu Item(s)	Price	New for 2017

Please be specific and use additional sheets if needed.
We reserve the right to ask you to adjust your items to reduce duplication at the event.
MerleFest will approve all food items and prices

EQUIPMENT LISTING

List **ALL EQUIPMENT** and if it requires **GAS** or **ELECTRICITY**. List **VOLTS** and **AMPS**. Do not underestimate.

EQUIPMENT	GAS	ELECTRICAL	VOLTS	AMPS

NOTE: Equipment must meet all Federal, State, and County Health, Fire, Building, Electrical, etc. code requirements. In addition, MerleFest reserves the right to approve all equipment.

Will you have a TRAILER on-site? YES NO Size? _____

Will you have a TRUCK on-site? YES NO Size? _____

INSURANCE

All vendors must carry a one million dollar liability insurance policy, listing Wilkes Community College Endowment Corporation as additionally insured. **Proof of insurance is required.**

All vendors subcontracted by the Club/Organization shall carry liability insurance, to include products and completed operations coverage, with liability limits not lower than one million dollars.

INDEMNITY

The organization hereby agrees to indemnify and hold harmless the Wilkes Community College Endowment Corporation, Endowment Corporation employees, Wilkes Community College, and assignees against any and all claims, damages, liabilities (including, but not limited to, liability for personal injury, property loss, and liability for breach of confidentiality), costs and expenses, including, without limitation, reasonable legal fees and costs arising out of any event sponsored by or associated with the festival, or resulting from any third party action of any kind, or incurred for by reason of breach of signee of any of the obligations, warranties, agreements, covenants or representations herein contained.

INFORMATION

Signee represents and warrants that it shall take all reasonable precautions to assure accuracy of, and to protect, against negligent disclosure of and unauthorized access to all MerleFest internal and administrative information. Festival schedules of all activities, explicit and implicit, express and implied, are at the discretion of MerleFest and therefore subject to change.

FORCE MAJEURE

The festival shall not be held responsible for events beyond the festival's control, such as, without limitation, acts of God, acts of war, terrorism, strikes, or governmental restrictions, or for acts of omissions of persons, entities or companies not controlled by it, such as, without limitations, police officials and government entities. All activities described or referred to herein are deemed to be for the period of April 28 - May 1, 2016, unless otherwise noted.

COMPLIANCE

Discrimination against any employee or customer because of race, religion, color, ethnicity, physical disability or sexual orientation will result in immediate expulsion from the festival.

Failure to comply with the Food Vendor Rules and Guidelines and/or instruction of MerleFest staff may also result in expulsion from the festival.

APPLICATION PROCEDURE

To apply, please complete and return this form postmarked on or before October 15, 2016

Melissa Stanley

MerleFest Vendor Coordinator

PO Box 120

Wilkesboro, NC 28697

Phone: 336-838-6414

Fax: 336-838-6457

Email: melissa.stanley@wilkescc.edu

IMPORTANT DATES

Signed Application Due	October 15, 2016
Vendor Fees Due	October 15, 2016
Menu Acceptance	January 31, 2017
Proof of Insurance Due	April 1, 2017
2% of Gross Sales Due	May 9, 2017

By signing this application, I am stating that I have the authority to sign the agreement and bind the organization and/or entity listed on the application to the terms and regulations of the festival. By signing this form, I am responsible for employees that may assist me.

Signature

Date

This agreement is between vendor stated above and Wilkes Community College Endowment Corporation
MerleFest Mission Statement: MerleFest was founded in 1988 in Memory of Eddy Merle Watson as a fundraiser for Wilkes Community College and to celebrate traditional plus music.
