



RESTAURANT APPLICATION

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Company Name: Taste of Grand Island
Address: PO BOX 262, Grand Island, NY 14072
Legal Form: Taste of Grand Island
Phone: (716) 341-1040

Event Information

Event:	Taste of Grand Island
Date:	September 27, 2014
Venue:	Whitehaven Rd and Town Commons
Crowd:	4,000 – 5,000
Festival duration:	12:00 PM – 8:00 PM
Deadline:	August 25, 2014

Ticket Sales

Tickets will be sold at the entrances to the festival in increments of one dollar. Vendors will take tickets as compensation during the festival and cash in their collected tickets following the event.

Activity and Participators

The Taste of Grand Island will feature over 25 restaurants from Grand Island. A wide variety of cuisine will be offered as well as exhibits for over 30 island businesses. Many businesses from Grand Island will also be present to offer and showcase their products and services. The event will be a taste of everything that is Grand Island.

Target audiences

- Grand Island
- Western New York
- Southern Ontario

APPLICATION PROCESS: Applicants are accepted until the events are full. This is the application, it does not guarantee acceptance. You will be notified of your status within 7 days of us receiving the completed application. We will not process your fees unless you have been accepted. Once accepted, we will deposit your fees, you will receive an acceptance letter with any applicable health & fire permit applications for each event, then 20-30 days prior to the event you will receive your participant packet with all your set up information providing we have received your insurance & completed permit applications.

PAYMENT: We will not accept any applications without payment. Upon acceptance to festival payments will be processed. Preferred form of payment is by check or money order. A \$50 charge will be assessed for bounced checks- no exceptions. A separate \$50 refundable cleaning deposit is required for vendors that have not done business with us before. Make all checks payable to: Taste of Grand Island

REFUND POLICY: If the withdraw is made 60 days or more prior to the day of the event, you can receive a 50% refund on your festival fee; if it is made 59 days or less from the first day of the event, no refunds are available as all funds are committed to the production, promotion, marketing & advertising of the Festival. All refund requests must be made in writing & received by the festival director by email or mail. Please site reason for withdraw.

WHAT WE PROVIDE: Included in your application fee for each festival, unless otherwise stated, is a 10ft x 10ft space, a 10ft x 10ft cooking area behind or next to the booth. You provide everything else for your set up. The Taste of Grand Island may assist in acquiring any equipment needed. Electricity is limited and available at cost.

MENU CHOICES/SIGNAGE: Please fill out your top 3 menu choices; we are only allowing 3 main menu choices & 2 side dish choices (Not required). The Taste of Grand Island will do its best to give selected vendors their first choice, but cannot guarantee they will receive it. We do not want to have numerous vendors selling the same thing at any given festival. In your acceptance letter, you will be notified what food items have been approved. Tent signage will be provided by the Taste of Grand Island. You will not be allowed to use your own signage above your tent. You may have ground signage provided that it is approved by Taste of Grand Island.

BEVERAGE POLICY: Beverages are being sold exclusively by the Boy Scouts of America. No other vendors are allowed to sell beverages unless they are selling a specialty drink that has been approved by the Taste of Grand Island.

INSURANCE REQUIRMENTS: All food & restaurant vendors participating in these events must have \$1,000,000 of liability insurance per event. Upon acceptance to a Festival, you will be forwarded additional information regarding insurance requirements for the specific event. You will be required to name Corey McGowan Productions LLC and Town of Grand Island as an additional insured. Insurance certificate must be submitted no later than September 21, 2014

HEALTH/FIRE PERMITS: If accepted, you will receive an acceptance letter with your health & fire permit applications for the Town of Grand Island and Erie County. You must complete the applications & send them back immediately. Do not return any of the health & fire permits applications to them directly; they must all come back to the Taste of Grand Island for processing. All cooking equipment must be secured, stored and managed to meet fire code.

GREASE/TRASH: All food vendors need to provide ground cover inside their booth and cooking area for the absorption of grease. No food vendor will be allowed to open for business if the ground cover is not in place. No grease or gray water is to be poured onto the ground or down any drains. Anyone found doing this will be asked to leave the event & your deposit will be forfeited. You will be responsible for any & all environmental cleanup costs & subject to prosecution by town or state officials. **Trash:** Vendors are responsible to collect & properly bag trash within your sales location. Each event will have staff to collect properly bagged trash from outside of your sales location.

DISPLAY SPACE:

Each display area will be 10'x10', must be tented, and have an attractive display. All spaces will be located outdoors. All signage & displays/tables must be within your 10x10 space. Taste of Grand Island staff has the right to control the “visual impact” of all vendor displays and may require a change or item removal. Any items beyond your 10x10 space will be required to be moved. No commercial business signage or materials are permitted in display. Any sampling or demonstration of items must be done from within your booth space and must be from the approved items list. Extra weight and tie downs are required for every booth (minimum of four 20lb weights). Table coverings should reach the ground. Vendors are responsible for any damage they or their property cause at all times.

SET UP & BREAKDOWN:

Your space number will be issued when you check-in at the event check-in table, centrally located and signed at the festival venue. Check-in is 7:00 a.m. – 11:30 a.m. on Saturday September 27th. If you are not present by 11:30 a.m. on Saturday, you will not participate and your space and fee will be forfeited. No refunds or exceptions will be made. Your entire booth must be set up by 1:00 p.m. Saturday. Please see setup details for setup times. This is a rain or shine event. Vendors are responsible to throw away all garbage themselves at the provided trash cans and dumpsters.

PARKING

Vendors must park in designated vendor parking zones with vendor parking pass displayed in dash at all times. We provide one convenient designated Vendor Parking Area next to the festival grounds. (see map for location) All vehicles (cars, vans, trucks, trailers) must be off the festival grounds by 11:30 a.m. Saturday. No vendor is permitted to tear down or move any fence or barrier at any time. Danger to patrons, Taste of Grand Island staff and/or other vendors will prohibit future participation.

JUDGING FOR AWARDS:

Plaques will be awarded to all 1st place winners in each category. Ribbons will be given in overall categories and for the 2nd and 3rd place winners. Awards will be given out on following the festival. Text to vote signs will be posted throughout event for all patrons to vote.

LIABILITY: Taste of Grand Island and its staff and volunteers will not be held responsible for injury, loss, theft, damage, acts of God or vandalism of any individual's self, property or works. The festival grounds are not fenced in. Each vendor will be held responsible for any damage they, their staff, or their property causes to the Taste of Grand Island.

Requirements: All food vendors are required to have a 10x10ft tent. A health permit must be acquired from the Erie County Health Department and insurance certificates must be presented no later than one month prior to the event. Fire extinguishers are mandatory to any restaurant cooking on site. No cooking should be done under the confines of the tent. 20 LB weights are needed for each leg of each tent. Any vendor wishing to have signage made for their tent must do so through the Taste of Grand Island or have color scheme and design approved by a Taste of Grand Island Representative. Provide an electronic copy of your restaurant's color logo in either vector art EPS format or a high resolution JPEG or TIFF format (300 dpi).

Merchants are provided with the following:

- One 10' x 10' space
- Convenient vehicle drive in for setup and take down
- Patron seating for each individual restaurant
- Access to portable water
- Roaming event security
- Signage for tent

Payment information: (Please make checks payable to the Taste of Grand Island)

Booth fee is \$150.00 for each 10' x 10' space). Required clean up deposit of \$50.00

The above fee includes your entry and space in the festival. Listed below are items that are available if needed at an additional cost:

Health permit: \$106

Electricity: \$25 per unit

*You are encouraged to use your own equipment if it meets proper criteria.

You will be expected to:

- Remit an Entry Fee of \$150.00 and \$50.00 cleaning deposit by the stated deadline date.
- Remit 5% of sales generated at the Taste of Grand Island
- Complete all necessary paperwork by requested deadlines
- Attend the Restaurant Meeting held in September 2013. Date to be determined.
- Provide electronic copy of your restaurant's color logo in either vector or high resolution JPEG

FOOD VENDOR APPLICATION

Company Name _____ Contact Name _____
Address _____
City _____ State _____ Zip _____
Phone _____ Fax _____
Email _____ Website _____

Payment Method (please select one):

1. Check #'s:
2. Cash

MENU CATEGORY (please select one):

American Asian Hispanic Greek Italian Middle Eastern
Restaurant or Gourmet Other (description) _____

MENU CHOICES (approved items will be sent with acceptance letter):

Booth # 1 Main Dish (choose 3 max)

1. _____
2. _____
3. _____

Booth #1 Side Dish (choose 2 max) (Not required)

1. _____
2. _____

I agree to abide by the rules stated. I understand that all promotion of my items must take place within the confines of my booth. I further understand that the Town of Grand Island and the Taste of Grand Island and all their representatives are not responsible for or liable for damages including, but not limited to, loss suffered before, during, or after each event I have applied to as a result of the display of my work, equipment or material. I understand that there are no refunds or rain checks due to inclement weather. If these guidelines are not upheld, my booth will be closed immediately and my funds will not be refunded.

Print Name _____ Signature _____
Date _____

Attach this application and compete and mail checks (payable to the Taste of Grand Island):

Taste of Grand Island

P.O. BOX 262

Grand Island, NY 14072

Questions: Contact Corey McGowan at 716-341-1040 or email at corey.mcgowan89@gmail.com



EQUIPMENT SELECTION

***Rentals are only if you do not own or cannot obtain equipment on your own.**

FEE SCHEDULE	PRICE	CHECK BOX IF ITEM NEEDED
Event fee (Required)	\$150	
10 x 10 tent rental (if needed)	\$125	
HEALTH PERMIT (Required)	\$106	
TENT SIGNAGE (if needed)	\$45	
ELECTRICITY (If needed)	\$25 per unit	
6 FT TABLE rental (if needed)	\$10	
TABLE SKIRTING (if needed)	\$5	
CHAIR rental (if needed)	\$5	

Please enclose festival entry fee of \$150 along with this attachment. Please select any additional items that you will need. Checks can be mailed to the address below.

Taste of Grand Island

PO BOX 262

Grand Island, NY 14072