



SUMMERFOLK MUSIC AND CRAFTS FESTIVAL 2018

FOOD VILLAGE VENDOR TERMS & INFORMATION

1. All submissions will be reviewed individually for menu variety (including vegetarian, organic and/or international menu items), healthy choices, price range and how well the booth fits into the festival setting. Recognition will be provided for vendors who use meats and vegetables that are grown and raised locally and for booth appearance.
2. All food vendors, successful and unsuccessful, will be notified by April 27th at the latest. (We realize that you may have other commitments.)
3. The Food Committee will hold an information session for all successful applicants in our office at 7 pm on **Thursday, May 17th**. All vendors **MUST** have a representative at the meeting.
4. The Georgian Bay Folk Society will provide, electricity, water and a grey water disposal area.
5. **BOOTH SPACE footprint is prorated at \$5.00 per square foot.** (eg. 10x 10 booth = \$500.00)
Vendors are required to provide their own booth materials and equipment. In addition to the application form, you must submit a detailed sketch setting out the dimensions and design of the booth; photographs are also accepted. Space is limited. Once written approval has been received, changes in tent or booth size will be authorized only on a case by case basis up until one week prior to the festival. Tents or trailers that appear on site larger than previously approved may not be accommodated or will have a financial cost added, at the rate mentioned above.
6. Power on site is limited, so please indicate on your application what your power requirements are by indicating what equipment you propose to use. Use of equipment requiring electricity requires prior approval from the Electrical Coordinator for the Folk Society. Once written approval has been received, additional equipment will be authorized only on a case by case basis up until one week prior to the festival. A surcharge of \$10 per amp, subject to availability, will apply to food vendors bringing electrical appliances not approved in writing by the Electrical Coordinator prior to the festival. Please attach/include all expected electrical requirements on application.
7. Please note that the Georgian Bay Folk Society does not allow any portable generators on site.
8. We encourage our food vendors to use environmentally friendly practices, to recycle where possible and to limit non-recyclable packaging materials and refuse. Garbage pickup will be ongoing at no charge, but we ask all vendors to keep their space clean and clear of clutter.
9. The Georgian Bay Folk Society will be solely responsible for issuing the ' Summerfolk food vouchers' for the festival. Food vouchers shall be in \$5.00 , \$7.00 and \$10.00 denominations. NO change is to be issued at the time of the voucher redemption. Food Vendors agree to pay the Georgian Bay Folk Society 15% of all volunteer, performer and artisan food vouchers. The Georgian Bay Folk Society agrees to redeem 85% of the face value of all food vouchers tendered on site at the Finance Trailer, by cheque, or post Summerfolk at the GBFS office no later than September 14th, 2018.
All other sales will be handled by the vendor, whether it be cash, credit card or cheque.
10. If accepted, the food vendor will be forwarded a contract for signing, which must be returned no later than the 17th of May 2018. A deposit in the sum of \$250.00 is required with the application. This deposit will be returned if the vendor is not chosen by the Committee.
11. Proof of Liability Insurance must be provided with the application. The City of Owen Sound is requiring that they be named, as well as the Georgian Bay Folk Society, on all insurance certificates. Please have the certificate in by July 13th, as the City is also requiring having a copy on file. Without the certificate, no setup can be allowed on the festival site.
12. Onsite set-up is to be completed by noon on Friday, August 17th to permit installation of electrical services. Please let the Food Committee know in advance, when your arrival time will be at the festival so they may assist you as much as possible with security and hook ups upon your arrival. Dismantling of the booth must be completed no later than 1:00 p.m. on Monday, August 20th, 2018.
13. Food booths will operate on Friday, August 17th, 2017 from 4:30 p.m. to 11:00 p.m., on Saturday, August 18th, 2017 from 11:00 a.m. to 11:00 p.m. and on Sunday, August 19th, 2017 from 11:00 a.m. to 11:00 p.m. Food booths may be permitted to close at 9:00 p.m. on Sunday, August 19th, if previously arranged with the Folk Society.
14. Food vendors will be provided with one parking space in the North parking lot. When the festival is in operation food vendors must at all times enter the Food Village through the North gates and park in the North parking lot. **Our Summerfolk Food Accreditation Crew will be at that location to provide assistance and authorize access.** Parking is NOT permitted at booth.

Vendors who are not chosen for the festival will have their **FEES REFUNDED** in the same manner in which they were submitted.



FOOD VENDOR APPLICATION

DEADLINE FOR APPLICATIONS: MARCH 30TH, 2018

Thank you for your interest in operating a commercial food booth at Summerfolk 2018. This year's Summerfolk will take place on August 17th, 18th and 19th. Kindly complete the following and forward to the Georgian Bay Folk Society at the address below or electronically. If you are a repeat applicant, **please do not state "same as last year"** for any of the information. You are required to fully complete each section of the application form. Successful applicants will be notified no later than April 27th, 2018.

NAME OF BUSINESS OR ORGANIZATION: _____

NAME OF CONTACT PERSON: _____

ADDRESS: _____

TEL. #: _____ E-MAIL: _____

Number of staff to operate your booth: _____

Electrical requirements: Please list the electrical equipment you need to operate your booth. See the Vendor Information sheet for details.

Other requirements: _____

Size of proposed booth/tent: Width: _____ (number of feet facing patron pathway)
Depth: _____ (number of feet from roadway to back of booth/tent)

Name of Insurance Company (not Broker): _____

Proposed Menu **with** Prices. Provide a separate sheet if necessary. We encourage you to offer large and small sized portions of your product. If chosen, the menu information may be used for promotion on the Summerfolk brochure and potentially on social media.

	FOOD ITEM	PRICE
1		
2		
3		
4		
5		
6		
7		
8		

SUBMIT ELECTRONICALLY OR RETURN COMPLETED APPLICATION FORM TO:

GEORGIAN BAY FOLK SOCIETY

ATTENTION: FOOD COMMITTEE.

P.O. Box 521

OWEN SOUND, ON N4K 5R1

TEL. # (519) 371-2995 E-MAIL: GBFS@BMTS.COM