West Virginia Italian Heritage Festival

340 West Main Street
P.O. Box 1632
Clarksburg, WV 26301
304.622.7314
304.622.5727
wvihf@wvihf.com
www.wvihf.com

FOOD VENDOR APPLICATION AND RULES

1. **A FOOD VENDOR MUST SELL AT LEAST ONE ITALIAN-STYLE FOOD ITEM. EXAMPLES ARE: HOAGIES, PIZZA, SANDWICHES, PASTA, ETC. VENDOR MAY SELL OTHER ITEMS (WITH APPROVAL), HOWEVER, ONE OR MORE ITALIAN ITEMS MUST BE SOLD.**
2. **THE FESTIVAL RETAINS THE EXCLUSIVE RIGHT TO SELL ALL BEVERAGES. VENDORS ARE PROHIBITED IN SELLING BEVERAGES WITHOUT WRITTEN PERMISSION FROM THE FESTIVAL OFFICE**
3. **THE FESTIVAL RESERVES THE RIGHT TO LIMIT THE NUMBER OF VENDORS SELLING LIKE FOOD ITEMS, AS WELL AS THE NUMBER OF LIKE ITEMS**
4. **EACH FOOD VENDOR IS REQUIRED TO SUPPLY TWO HOSES FOR THEIR TENT: EACH HOSE MUST BE 50FT IN LENGTH: ONE FOR DRINKING WATER AND ONE FOR DRAIN LINE**
5. **VENDOR MUST CALL THE HARRISON COUNTY HEALTH DEPARTMENT OR ACCESS THEIR WEBSITE IN ORDER TO ATTAIN A TEMPORARY FOOD SERVICE PERMIT. VENDOR MUST HAVE THIS IN ORDER TO HAVE A BOOTH AT THE FESTIVAL, REGARDLESS OF PRESENT FOOD PERMIT STATUS AT A DIFFERENT LOCATION. VENDOR MUST PROVIDE THIS CERTIFICATE PRIOR TO FESTIVAL.**

Please type or print:

NAME	ADDRESS	PHONE	EMERGENCY CONTACT
			name
BUSINESS NAME			phone

Please indicate size of street space needed with the guidelines below.

10' x 10' Space	**$1,500.00**	**$ _____**
10' x 20' Space	**$2,000.00**	**$ _____**
2 Separate 10' x 10' Spaces	**$3,000.00**	**$ _____**

Will you require a tent canopy rental? YES NO

Tent Canopy Rental **$150 per 10X10 space** **$ _____**
(if you have a 10X20 space you will need two canopies)

Refundable Rental Fee for Extension Chords and Lights: $75 **$_____**
Fee will be refunded upon return of undamaged WVIHF property

SUBTOTAL: **$ _____**

Less 10 % if paid *IN FULL* by May 1, 2017: **$ _____**

BALANCE DUE: **$ _____**

****REQUIRED FOR APPROVAL**** **Electrical Hook-Up Requirements: AMPS: _____ VOLTS: _____**

- **New vendors are required to submit a picture of the tent or trailer that will be used**
- **If tent canopy rental is necessary, vendor must submit one-half of the booth rental fee plus the total amount of the canopy rental, with the signed application (full amount due 01MAY17, if utilizing the 10% discount).**
- **Certificate of liability insurance must be submitted with application.**
- **Vendor agrees to provide Italian products for purchase.**
- **Vendor agrees to decorate their booth with an Italian theme.**
- **Failure to comply with rules of application will result in negation of contract and loss of funds that have been submitted.**
- **The West Virginia Italian Heritage Festival assumes no responsibility for theft, damages , negligence of applicant vendor or other vendors, loss of funds due to visitor attendance, and/or acts of God**

Once signed and received by this office, this document becomes a legally binding contract.
Emailed contracts with digital signature are acceptable as agreement in terms . Please make a copy for your records.

For office use only NAME	FOP	DATE	INS CERT	TENT RENT	EXT CORD/ LIGHTS RENT	FOOD PERMIT	CONTRACT NOTES