

City of Auburn
AuburnFest 2019
Food Vendor Application
Deadline: July 9, 2019

Returning Food Vendor Deadline: February 22, 2019



About Auburn AuburnFest

Date: Saturday, August 10, 2019

Time: 11:00am-7:00pm

Location: Les Gove Park, 910 9th Street SE, Auburn

Event profile: A community summer festival that features live entertainment, beer garden, inflatable rides and youth activities, craft artists, community vendors, a trackless train, mini golf, climbing wall, a spray park and much more.

Estimated attendance: 8,000+

Selection Criteria and Booth Information:

1. Food booths are uncovered 12'x 12' space. Vendors must supply their own materials (canopies, tables, electrical cords, signs, etc.) and are responsible for all set-up and take-down.
2. We do not allow duplication of major food items at this event.
3. A \$50 non-refundable deposit is due upon submitting application. Your application will not be reviewed without the \$50 deposit. Full payment is due one month prior to the event date.
4. The fee is \$250 per booth. The fee for a non-profit organization is \$50 per booth. Vendors may reserve up to two booths. The deposit or complete payment must accompany application. Unapproved applications and payments/deposits will be returned. *After the application deadline, we may accept late vendors on a space-available basis. Late fee is \$300/\$65.*
5. Accepted vendors must provide proof of Commercial General Liability insurance, by July 25, 2019 for one million (\$1,000,000) dollars naming the City of Auburn as additional insured for ongoing and completed operations.
6. Electricity is available on a limited basis (see reverse for fee structure). Payment must accompany application. **If you are bringing your own source of temporary power, you're required to obtain and L&I Permit and schedule your inspection. Please contact L&I directly at 206-835-1000.**
7. Depending on menu items, vendors may be required to apply for a temporary food service permit or plan review. Please contact the Seattle-King County Department of Public Health for information.
8. Washington State law requires food vendors selling beverages in single-use aluminum, glass or plastic bottles or cans to provide recycling containers.
9. The City of Auburn does not require a percentage of sales. Vendors keep all of their revenue.
10. No refunds after the application deadline. Deposit is non-refundable.
11. Complete event information will be mailed the week of July 29, 2019.

APPLICATION DEADLINE IS JULY 9, 2019

-SEE REVERSE SIDE -

City of Auburn Parks, Arts & Recreation
AUBURNFEST • FOOD BOOTH APPLICATION • DEADLINE: JULY 9, 2019
 Returning Food Vendor Application Deadline: February 22, 2019

Contact Name:		
Business Name: (***Non-profit certificate must accompany application form to receive non-profit rate)		
Have you previously participated in AuburnFest or a City of Auburn festival?		
YES	NO	If yes, what year(s)?
Address:		
City:	State:	Zip:
Phone:	Alternate Phone:	
Email:	Website:	

MENU ITEMS Please include a complete list of menu items that you plan to sell. We will not duplicate major food items in the park at the festival. (Attach additional items on a separate piece of paper if necessary):

1. \$	5. \$
2. \$	6. \$
3. \$	7. \$
4. \$	8. \$

PAYMENT INFORMATION

NUMBER OF BOOTHS (choose one) <input type="checkbox"/> One Booth - \$250 (non-profit \$50) <input type="checkbox"/> Two Booths - \$450 (non-profit/\$100) <i>AFTER July 9: Late application fee (on a space-available basis) One booth - \$300/\$65</i>	Total A \$ _____
Describe any special set-up or space requirements:	

WOULD YOU LIKE TO PURCHASE POWER? If you bring your own source of temporary power, you MUST obtain an L&I Permit and schedule your inspection. Contact L&I at 206-835-1000.	Total B \$ _____
<input type="checkbox"/> 1-29 amps/1-3,480 watts - \$50 # needed _____ <input type="checkbox"/> 30-50 amps/7.2-12kw - \$100 # needed _____ <input type="checkbox"/> over 50 amps/12kw call for pricing	

Total vendor fee (A + B) \$ _____
Deposit due upon submitting application \$ _____
Remaining balance due 1 month prior to event date (July 10) \$ _____

METHOD OF PAYMENT (Select one)	<input type="checkbox"/> Check enclosed (Payable to Auburn Parks, Arts & Recreation)	<input type="checkbox"/> Credit Card (fill in information below)
Cardholder Name (please print)	Card Type: <input type="checkbox"/> Visa <input type="checkbox"/> M/C <input type="checkbox"/> AM/EX <input type="checkbox"/> Discover	
Card Number	3-Digit Security Code	Exp. Date
Cardholder Signature	Date	

INSURANCE – The City does not maintain insurance that will respond to claims against the applicant arising out of the use of the booth by the applicant, its members, or those attending the event. The applicant agrees to provide proof of Commercial General Liability insurance with coverage of at least one million dollars (\$1,000,000) per occurrence naming the City of Auburn as additional insured for ongoing and completed operations.

RELEASE – The Applicant agrees to defend, indemnify and hold harmless The City, its agents, employees and officials, while acting within the scope of their duties, from all causes of action, demands and claims, including the cost of their defense, arising in favor of the Applicant, the Applicant's employees or third parties on account of personal injuries, bodily injuries, death, or damage to property arising out of the acts or omissions of the Applicant, its employees or representatives, concessionaires of the event or any other person or entity, except for liability caused due to the sole negligence of the City. I agree that I am a representative of the applicant with authority to enter into this agreement. My signature also indicates that I have read and agree to the details outlined in the "Selection Criteria and Booth Information" on the reverse side of this application.

Signature: _____ Date: _____

PHOTOCOPY FOR YOUR RECORDS AND RETURN ORIGINAL FORM BY JULY 9, 2019 TO:
 Auburn Parks, Arts & Recreation Department – AuburnFest • 910 9th Street SE • Auburn WA 98002
 Fax: 253-931-4005 • Email: events@auburnwa.gov • For more information, call 253-931-3043