



# RIRIE DAYS FOOD VENDOR REGISTRATION FORM RIRIE IDAHO JULY 16, 2011 11:00 A.M. - 5:00 P.M.

The undersigned organization/vendor hereby submits its entry fee in the amount of: \$50.00 for entry with the RCCD's Ririe Days. The undersigned agrees to complete set up of the vending location not later than 10:00 a.m. Saturday, July 16th. The name of your business will be marked via a sign. Spaces are assigned at the discretion of the Ririe Days committee. Each vendor shall be responsible for obtaining all permits and for complying with all safety, health, and fire codes. Each vendor will be responsible for signing, datings, and bringing with you the food vending information sheets.

## PLEASE COMPLETE THE FOLLOWING INFORMATION:

Name of Organization: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_  
Address: \_\_\_\_\_  
Food Sold: \_\_\_\_\_

### SPACE PROVIDED

Size of space: Frontage "length" x deep up to 20' x 10'

YOUR REQUEST: Length = \_\_\_\_\_ Feet Deep = \_\_\_\_\_ Feet

Type of set up: trailer \_\_\_\_\_ tent \_\_\_\_\_ Other \_\_\_\_\_

### INSURANCE COVERAGE:

As always, your Organization or Company must have insurance coverage. Please complete the above form and submit it, together with your **CERTIFICATE OF INSURANCE AND REGISTRATION FEE**, payable to RCCD, as early as possible. Return this form, with full payment, to: RCCD, PO BOX 453, Ririe, Idaho 83443. No partial payments are permitted and absolutely no refunding of fees.

**Temporary Public Food Service License & Information at: Jefferson County District 7 Health Department.**

# FOOD VENDOR INFORMATION FORM

RIRIE COALITION FOR COMMUNITY DEVELOPMENT, RIRIE DAYS

July 16, 2011

## FOOD VENDING RULES:

1. **Set Up:** Vendor set up is scheduled for Saturday, July 16<sup>th</sup> from 9:00 a.m. - 11:00 a.m. All food vendors with tents, trailers, and other vending equipment must be set up and completed by 11:00 a.m. All vendors must supply their own tents, tables, electrical cords, water hoses, lights, etc. **Please look for the name of your business via the signs that will be posted.**
2. Ririe Days will begin at 11:00 am. and end at 5:00 p.m. All times and events are subject to change.
3. **Safety:** You are solely responsible for complying with all safety, health, and fire code requirements. You must have a fire extinguisher at your location if you are dealing with any electronic, cooking, or grilling equipment.
4. **Electrical Hook-Up:** Ririe Days/RCCD will provide electricity. You are responsible for supplying all power cords. Please remember to provide lighting for your booth.
5. **Access to Location During Event:** Once Ririe Days opens; you will **NOT** be allowed to operate a motor vehicle or other vehicle to and from your vending location. **This means you must stock your supplies in advance and make suitable arrangements to operate our space without traveling across the grounds in vehicles.** Given the large number of persons expected to attend, this rule must be strictly enforced. Please conclude your stocking and set-up well prior to the start of the events. Should an emergency arise, please contact any Ririe Days Representative.
6. **Indemnification and Insurance:** You are solely responsible for any injuries, accidents, or losses that may be sustained as a result of your vending operations at Ririe Days. The City of Ririe, RCCD, and Ririe Days shall have no responsibility for any accident or injury caused by your activities. You must maintain your own liability insurance and have proof of insurance available during the Ririe Days inspection purposes. By participating in Ririe Days, you are agreeing to indemnify and hold harmless the City of Ririe, RCCD, and Ririe Days from any damages, lawsuits, or claims arising out of any injuries or accidents occasioned by your activities. **Please send a copy of your insurance certificate with your application.**
7. **Restricted Products:** We will not allow duplications for major food items. As most of the organizations are not-for-profit, we want to make this event fair to everyone. **No alcoholic beverages/drinks or tobacco products may be sold at Ririe Days.**

8. **Exclusivity:** You will be assigned a space based upon the judgment of the Ririe Days committee, and no locations are guaranteed. We will certainly do our best to provide you with a convenient and suitable space for the sale of your products.
9. **Conduct:** Ririe Days is a family oriented event. You should refrain from selling any products which would offend children or which would otherwise not fit the format of this type of function. You are responsible for controlling your employees/volunteers, and all vendors must conduct themselves in a courteous and polite manner. Our image is important to us, and by following these simple procedures, you will be benefited.
10. **Clean Up:** All vending materials must be removed from the area no later than 7:00 p.m. Saturday, July 16<sup>th</sup>. **You are responsible for removing all debris and cooking materials from the site.**
11. **Security:** There will not be security during the advertised hours of Ririe Days, however, The City of Ririe, RCCD, and Ririe Days shall not be responsible for any stolen, lost, or damaged items of equipment or personal belongings. You shall be solely responsible for the protection and safeguarding of valuables and release the City of Ririe, RCCD, and Ririe Days from any losses or damage to your property. Please handle your affairs, as you deem appropriate with respect to protecting your equipment and belongings.
12. **State Laws:** You are responsible for paying all appropriate sales tax with respect to the sale of goods and for procuring all permits and documentation as may be required by local and state government to operate within the state of Idaho.
13. **General Provisions:** All vending fees are nonrefundable. Your payment of the entry fee constitutes your right to participate a Ririe Days. Should any entry fees not clear our account or not paid in full; you have no right to participate at the event.
14. **Entry:** You may enter the Ririe Days area by vehicle at the marked entry locations, but all traffic must end 30 minutes prior to our opening times. Individuals may enter by foot at any time during the event.

**Your signature acknowledges that you have read, understand and agree with information in this document.**

Name (printed)\_\_\_\_\_

Title\_\_\_\_\_

Signature of Applicant Date \_\_\_\_\_/\_\_\_/\_\_\_

Save, print, fill out and mail to RCCD PO BOX 453, Ririe, Idaho 83443