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FORM A: Due no later than June 6, 2017
 FORM B: Due no later than June 6, 2017
 FORM C: Due no later than July 12, 2017
 FORM D: Due no later than July 12, 2017

2017 Coeur d'Alene Chamber of Commerce 4th of JULY FOOD VENDOR APPLICATION

Business Name _____ Owner/Contact _____

Address _____ City _____ State _____ Zip _____

Daytime Phone (____) _____ Cell Phone (____) _____

E Mail _____ Sales Tax # _____

***Please list in detail ALL food and/products/services you will be presenting. All items are subject to review and approval. Failure to list an item(s) will result in your inability to offer those items. Not listed - not sold. Period. Use back of form if needed.**

APPLICATION DEADLINE IS FRIDAY, JUNE 6, 2017

Application is subject to review for acceptance into the event. Submitting the application does not guarantee admission.
As of 2017, Food Vendors will be required to provide a Z tape of their sales and 12% final fee based on your sales.

Space Information & Fees

- All spaces are non-electric; if needed, electricity is an additional \$50 for all vendors.
- All **FOOD** vendors must use a cash register and will be required to fill out and submit a **FOOD VENDOR FINAL REPORT FORM C** along with a Z tape from you register attached and **FORM D** listing overrings and voids. If you cannot provide a Z tape, your application will not be accepted.

Check all that apply:

10 x 10 Booth(s): \$200.00 10 x 20 Booth(s): \$300.00
 Electric: \$50.00 REQUIRED Refundable Cleaning Deposit: \$100.00
 (separate check please)

**DEPOSIT TOTAL
AMOUNT DUE
Deadline: June 3, 2017**

\$

What kind of set up do you have?

Tent/Awning Trailer/Hut - If you have a trailer, what is its total length, end to tongue? _____ x _____
 Where is the service window located? Using the diagram, indicate with an X.
 (Consider this a "bird's eye view" of your trailer, with the point being the tongue)



Indicate your electrical requirements if needed (\$50 add.):

One 20 amp outlet. (220amp will *not* be available.) Two 20 amp outlets. (220amp will *not* be available.)

FORM A, FOOD VENDOR APPLICATION (continued)

Setup & Breakdown:

_____ Set up will start at 6:00am sharp. Park gates open to the public at 8:00am. Concessions must be set up and ready to serve no later than 10:00am, closing no earlier than 7:00pm. Additional hours are at vendor's discretion. Vendors are locked into the park from 10:00am till midnight due to access issues.

_____ Fountain style drinks are allowed only if powered by your own energy source. Beverages in containers must be in cans or plastic bottles ONLY. Glass bottles are not allowed in the park.

_____ Booth tear down is between 7:30 a.m.-9:00 a.m. on July 5. Overnight roving security is provided; however, vendors are responsible for their personal property. Failure to comply will result in additional fees of \$50.00 per hour.

Booth Space Fees & Other Information:

_____ Security deposit will be returned within 2 weeks of event if your area was cleaned to standards. This means: all areas within a 20-foot radius of your booth space are clean and free of garbage.

_____ If actual booth space is larger than size indicated on application, you will be required to make up the financial difference on the spot. Size of space required must be stated above, and needs to include total "footprint" of your booth, including the area beyond it that has supplies, garbage, etc. Booth space is limited and placement will be considered on a first come, first serve basis as the applications are received. The Parks Department does have water available (spigot) near the band stand, as well as at the gazebo. Lighting is limited after dusk.

_____ Location of spaces will be predetermined. Vendors will not be moved unless the needs of Park and Recreation officials or Chamber of Commerce staff require it.

_____ Vendors are responsible to provide booth and any tables, chairs, etc they require.

Electrical (Additional \$50):

_____ Each space will be allotted a maximum of two 20 amp outlets only. 220amp will not be available.

_____ You must have a 100 ft (min) commercial grade extension cords per outlet. 10 gauge preferred, 12 gauge allowed.

_____ No underpowered extension cords allowed (such as household extension cords). This will be strictly enforced and will be removed if necessary.

_____ If possible, use propane to heat foods. A whisper-quiet generator is allowed for food preparation and storage needs.

Health Department:

_____ All concessions must have a Temporary Health Permit, issued by Panhandle Health District One/Idaho (208-667-9513). You must contact them 45 days prior to the event, even if you have a permit. Without the proper permit for your operation, they will ask you to leave the park. **There will be no refund.**

_____ **HEALTH PERMIT FOR FOOD SERVICE MUST BE ON SITE AT ALL TIMES DURING THE EVENT. Food vendors: your health permit must be submitted with application and be displayed at the event.**

Grease Disposal:

_____ Do NOT put any grease, oil, or waste material of this nature into trash cans or dumpsters. Disposal of these materials is the responsibility of the individual concessionaire. The Parks Department will have available 3) 50 gallon drums for grey water and 2) 50 gallon drums for grease. Please check with their workers, who will be on-site throughout the day.

_____ The public outdoor shower stall, the public restrooms or any portion of the park are NOT to be used as a waste materials disposal. This includes liquids used in the production and/or cooking of foods. There will be \$100 fine for offenders.

Garbage:

_____ Each booth must provide a garbage container and heavy-duty trash bags for their own and their customers' use. All vendors must also supply a garbage can with bags for their area. Due to the enormous amount of garbage, any garbage generated by vendors must be bagged and sealed by the vendors, and placed in the dumpster at the park building near the vendor's entrance to the park. Failure to comply with rules may result in a non-refunded security deposit.

_____ All cardboard boxes must be broken down and removed by you. Do not place in or around park trash containers. You may use the dumpster at the park shop building.

FORM A, FOOD VENDOR APPLICATION (continued)

Vehicles:

_____ Your vehicle is allowed in the park for no more than 30 minutes to unload and load. All vehicles must be removed by 9:00am on the 4th. While waiting to enter the park, line up along Fort Ground Dr. (Formerly Mullan St.) in the right-hand lane ONLY. Do not double up. Do not park in crosswalks. Park staff will assist you into the park; wait for their guidance.

Parking:

_____ Parking is available in the city lot across the street on Fort Ground Dr. (Formerly Mullan St.), in the museum lot or at the ball park. Due to high traffic volume, if you need to leave your parking spot, you will relinquish your all-day parking pass and will need to pay again when you re-enter. Parking is at a premium, for everybody! All day parking passes are being discussed, and may be available at a later date. This area is still undergoing a major transformation and we often do not know where the parking areas will be available for your use until the day of!

DEPOSIT PAYMENT

Checks should be made payable to: Coeur d'Alene Chamber of Commerce.

Payment must accompany this application to be considered.

Credit Card Payments may be called in by phone or as provided below.

PLEASE PRINT CLEARLY

To pay with credit card, please fill out the following:

Card Number _____ Exp. Date _____

Name as it appears on the Card _____ ZIP Code of Card Acct. _____

Applicant's Signature _____ Amount \$ _____

I hereby release Coeur d'Alene Area Chamber of Commerce, Coeur d'Alene Parks & Recreation, City of Coeur d'Alene and all volunteers associated with this event from any liability of injury or damages connected with this event. I will solely be responsible for my own product liability. I have read all the above rules and regulations and agree to abide by them. I am responsible to obtain all permits and licenses.

Signature _____ Date _____

Please return all forms with payments due to:

Coeur d'Alene Chamber of Commerce
105 N. 1st Street
Coeur d'Alene, ID 83814

Or, call in your payment to Diane at (208) 292.1635, or fax this form to (208) 667.9338,
or E-mail it to: diane@cdachamber.com
Make a copy of this application for your records.

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