



Food Vendor/Truck Application 2016 Festivals

As of 7/19

(Please check back to our website as we are adding more events in 2016 & will update this application)



All Festivals are produced by Steven Restivo Event Services, Inc. & presented by the various merchant associations &/or chambers of commerce. We allocate spaces based on when we accept you & several other factors. People who apply early will have the best chance of receiving their location request. No bbq grills are allowed at any of our festivals. **Any on-site cooking must be done on a CLEAN propane grill; if your grill creates excessive smoke, you could be liable for any damage done to adjacent exhibitors or attendees. You must use compostable products at all times.**

APPLICATION PROCESS: We accept food vendors until the events are full. This is the application, it does not guarantee acceptance. You will be notified of your status within 1-7 business days of us receiving the completed application. We will not process your fees unless you have been accepted. Once accepted, we will deposit your fees and you will receive an acceptance letter with your health & fire permit applications & insurance requirements for each event. Then 20-30 days prior to the event you will receive your participant packet with all your set up information providing we have received your insurance & completed permit applications.

PAYMENT: We will not accept any applications without payment. Upon acceptance payments will be processed. Preferred form of payment is by **check or money order**. If paying with a credit card, please note that there is a convenience fee of \$100 more than the cash/check rate. A \$35 charge will be assessed for bounced checks- no exceptions. A separate \$250 refundable cleaning deposit is required for vendors that have not done business with us before. **REFUND POLICY:** If the withdrawal is made 60 days or more prior to the first day of the event, you can receive a 50% refund on your space fee; if it is made 59 days or less from the first day of the event, no refunds are available as all funds are committed to the production, promotion, marketing & advertising of the Festival. All refund requests must be made in writing & received by our office via fax, email or mail. Please cite reason for withdrawal.

WHAT WE PROVIDE: **Food Vendors:** Included in your application fee for each Festival, **unless otherwise stated**, is a 10ft x 10ft health department approved food booth (you are required to use our booths at most of the events), a 10ft x 10ft cooking area behind or next to the booth, delineated with white picket fence, the local health department fee & the local fire department fee. You provide everything else for your set up. We do not provide electricity. **Food Trucks:** We provide the 10ft x 20ft space only. Your application must include dimensions of truck.

MENU CHOICES/SIGNAGE: Please fill out your top 3 menu choices; **we allow 3 main menu choices & 2 side dish choices per event.** We will do our best to give selected vendors their first choice, but we cannot guarantee they will receive it. We do not want to have numerous vendors selling the same thing at any given Festival. We will tell you what items have been approved in your acceptance letter. **Signage-** Due to safety reasons & professional appearance, we will restrict menu signage to 4ft high above the booth.

BEVERAGE POLICY: Food vendors may sell non-alcoholic beverages from their booth. San Francisco has placed a BAN on plastic water bottles that are 21 oz or less. If we have a beverage sponsor at any given event, for example, Arrowhead Water or Coca Cola, you will be required to sell that brand of product & not sell a competing brand. You need to sell them out of their original can, original plastic bottle or a compostable plastic cup. **No alcoholic beverages can be sold out of your booth at anytime.**

INSURANCE & RE-SALE NUMBER REQUIREMENTS: All food & restaurant vendors participating in these events must have \$1,000,000 of liability insurance per event. Upon acceptance to a Festival, you will be forwarded additional information regarding insurance requirements for the specific event. You will be required to name Steven Restivo Event Services, INC., our clients, & the city & county where the Festival takes place as additional insured. We must receive your certificate of insurance 30 days prior to each event. In addition, all applicants must provide us with a current re-sale number.

HEALTH/FIRE PERMITS: **Food Vendors:** If accepted, you will receive an acceptance letter with your health & fire permit applications for each event that requires one. Marin & Petaluma do not **require** health/fire permits for 1 day shows. You must complete the applications & send them back to us immediately. **Do not return any of the health & fire permits applications to them directly; they must all come back to us for processing.** If you are **exempt** from City fees, contact us & we will tell you how much your permit fees will be. The maximum size LPG tank that the SFFD allows is 10 gallons. **Food Trucks:** You will need to show us proof of permit to operate in the county where the event takes place. Otherwise you will need to pay for a special event health and fire inspection and permit.

GREASE/TRASH: Food vendors need to provide **ground cover inside their booth & cooking area** for the absorption of grease. No food vendor will be allowed to open for business if the ground cover is not in place. No grease or gray water is to be poured onto the ground or down any drains. Anyone found doing this will be asked to leave the event & your deposit will be forfeited. You will be responsible for any & all environmental cleanup costs & subject to prosecution by city or state officials. **Trash:** Vendors are responsible to properly bag trash within your sales location. Our clean-up crew will collect properly bagged trash from your space.

WATER/ICE: Water may or may not be easily accessible- please inquire based on which event you are accepted to. Please bring appropriate hoses, hose connections, & transport buckets. Ice is available for purchase day-of for most festivals; cost is \$20 for 40lbs.



2016 FOOD/TRUCK APPLICATION



Please fill out both sides of this application & return

Please make a copy of these documents for your records.

Company Name _____

Contact Name _____

Address _____

City _____

State _____

Zip _____

Phone _____

Fax _____

Email _____

Website _____

Please email my Status Letter & Participant Packet

_____ # of free promotional postcards we would like per show

I am a FOOD TRUCK, I have included a photo and here are my dimensions: _____

Counties Permitted to Operate in: _____

CA Resale # _____

Total Amount Paid (check or credit*) = _____

Check #'s: _____

Credit Card # _____

Exp Date # _____

(*please note that the credit card convenience fee is \$100 more than the check/cash rate)

TYPE OF CUISINE (Circle one): American, Asian, Hispanic, Greek, Italian, Middle Eastern, Restaurant or Gourmet, Other _____

MENU CHOICES (approved items will be sent with acceptance letter):

If you are offering a different menu for each show, please send separate menus.

Menu for (name show): _____

Booth # 1 Main Dish (choose 3 max)

1. _____
2. _____
3. _____

Booth #1 Side Dish (choose 2 max)

1. _____
2. _____

Only fill out if requesting a 2nd booth

Booth # 2 Main Dish (choose 3 max)

1. _____
2. _____
3. _____

Booth #2 Side Dish (choose 2 max)

1. _____
2. _____

I agree to abide by the rules stated. I understand that all promotion of my items must take place within the confines of my booth. I further understand that Steven Restivo Event Services & all their representatives are not responsible for or liable for damages including, but not limited to, loss suffered before, during, or after each event I have applied to as a result of the display of my work, equipment or material. I understand that there are no refunds or rain checks due to inclement weather. The duplication or use of any trademarks or logos belonging to the committee is strictly prohibited. SRES reserves all rights to refuse booth space based on event guidelines. If these guidelines are not upheld, my booth will be closed immediately & my funds will not be refunded.

Print Name _____ Signature _____ Date _____



2016 FESTIVAL CALENDAR

As of 7/19

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FOOD VENDOR FEE includes 10x10 Space, Booth Rental, 10x10 Cooking Area & Health/Fire Permit fee -unless otherwise stated.
FOOD TRUCKS must show us proof of permit to operate in the county the event takes place, otherwise you will need to fill out and pay for application and inspection fees.

Event & Date	Food Vendor Fee	Food Truck Fee	# of Spaces & Fee sent	Location Request
165 th Annual San Francisco St. Patrick's Day Parade & Festival Saturday, March 12, 2016, 10:00-5:00	\$1,250 (check) \$1,350 (credit card)	\$850 (check) \$950 (credit card)	\$	
The 25 th Annual Union Street Spring Celebration & Easter Parade in San Francisco Sunday, March 27, 2016, 10:00- 5:00	\$1,000 (check) \$1,100 (credit card)	\$650 (check) \$750(credit card)	\$	
The 35 th Annual Petaluma Butter & Egg Days Parade & Celebration Saturday, April 23, 2016, 10:00-5:00	\$1,250 (check) \$1,350 (credit card) (booth not included)	\$850 (check) \$950 (credit card)	\$	
The 40 th Annual Union Street Festival in San Francisco June 4 & 5, 2016, 10:00 - 6:00	\$2,750 (check) \$2,850 (credit card)	\$1,850 (check) \$1,950 (credit card)	\$	
The 62 nd Annual North Beach Festival in San Francisco June 11 & 12, 2016, 10:00 - 6:00	\$3,000 (check) \$3,100 (credit card)	\$2,000 (check) \$2,100 (credit card)	\$	
The 32 nd Annual Fillmore Jazz Festival in San Francisco July 2 & 3, 2016, 10:00 - 6:00	\$3,000 (check) \$3,100 (credit card)	\$2,000 (check) \$2,100 (credit card)	\$	
The 21 st Annual Ghirardelli Chocolate Festival September 10 & 11, 2016, 12:00 - 5:00 <i>(client will be selecting only 2 at this event)</i>	\$1,500 (check) \$1,700 (credit card)	No food trucks	\$	
The 6 th Annual Bay Area Blues Festival in Martinez September 24 & 25, 2016, 10:00 - 6:00	\$1,000 (check) \$1,100 (credit card)	\$650 (check) \$750(credit card)	\$	
The 12 th Annual Suisun City Art, Wine & Chocolate Festival Saturday, October 1 st , 2016, 10 am to 6 pm	\$750 (check) \$775 (credit card) (booth not included)	\$500 (check) \$525(credit card)	\$	
The 1 st Annual Marin Music Festival Saturday, October 15 th , 2016, 10 am to 6 pm <i>(local Marin business take 10% off)</i>	\$350 (check) \$375 (credit card) (booth not included)	\$250 (check) \$275(credit card)	\$	
37 th Annual San Rafael Parade of Lights & Winter Wonderland Friday, November 25, 2016, 12:00 Noon - 8:00	\$750 (check) \$850 (credit card) (booth not included)	\$500 (check) \$600 (credit card)	\$	

Application is not complete without:

(DO NOT SEND APPLICATION WITHOUT PAYMENT OR WE WILL SEND IT BACK TO YOU)

- Signed Application
- the shows you wish to apply to and how many booths you want
- a SEPARATE check for each event you are applying to (fees deposited upon acceptance)
- a separate \$250 cleaning deposit (if we do not have one on file for you already)
- a photo of your booth set up or truck with dimensions

Make all checks payable to and return to:

Steven Restivo Event Services, Inc., P.O. Box 151017, San Rafael, CA 94915

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