

TomatoFest of Central New York, Inc.
2010 Food Vending
Application Form

All pages of this application must be completed and returned to TomatoFest.

Vendor applications will be considered only upon receipt of the following items:

Check One

\$75.00 Sponsorship Fee (for-profit Organizations) _____

\$50.00 Sponsorship Fee (Non Profit Organizations) _____

_____ Complete Application Form

_____ Qualification Statement

_____ Food and Beverage Information Sheet

_____ Electrical Requirements Sheets

_____ Recent photograph of food vending booth

_____ Certificate of Insurance naming TomatoFest as additional insured

Applications can not be processed without the above information.

Upon acceptance, vendor is required to submit the following:

_____ Photocopy of Cayuga County Health Permit

_____ Photocopy of NYS Sales Tax Certificate or Sales Tax Exemption Certificate (if not-for-profit)

Vendor Name: _____

Mailing Address: _____

Contact Person: _____

Phone: Day: _____ Eve: _____

I have read all the TomatoFest Policies, Procedures and Requirements for application to participate in TomatoFest on September 11th. & 12th. By signing below, I acknowledge that I fully understand and agree to comply with the Policies, Procedures and Requirements, if chosen as a vendor.

Applicant's Signature _____ Date: _____

Return this completed form to TomatoFest

TomatoFest of Central New York, Inc.
2010 Food Vending
Qualification Statement

Vendor Name: _____

Mailing Address: _____

Phone: Day: _____ Eve: _____

This form MUST be included with your application.

Please list your past experience participating in TomatoFest or any other Festival or Events.

1. Names, dates, locations and approximate attendance of festivals or other events in which you have participated as a vendor.

2. List the products you sold and the Approximate Quantity sold.

3. What experience and training do your staff and volunteers have to ensure product quality, consistency and customer satisfaction?

We accept requests for location preference; however final determination is solely at the discretion of the TomatoFest Food Committee.

Location Request: _____

TomatoFest of Central New York, Inc.
2010 Food Vending
Food & Beverage Information Sheet

Vendor Name: _____

Mailing Address: _____

Phone: _____ Day: _____ Eve: _____

I. List of all foods to be sold: (Attach additional page if necessary)

	Item	Contents/Ingredients	Portion Price
Ex.	Hamburgers	Beef, bun, condiments 8oz.	\$1.50
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

II. Method of food preparation:

	Item	Method of Prep/Equip Used	Location Prepared
Ex.	Hamburgers	grill meat on char. Barbecue	** indicate booth
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

** If not prepared in booth, state the locations of off site food preparations.

Please indicate if you plan to use the following: **(COMPLETION OF THIS IS MANDATORY)**

Electric _____ Butane _____ Propane _____ Other (specify) _____

Return this form to TomatoFest

TomatoFest of Central New York, Inc.
2010 Food Vending
Policies and Procedures (For Profit & Non Profit Organizations)
Please Read Carefully and retain

1. Determination of location of food vending booths is solely at the discretion of TomatoFest. Booth space must be rented for the two-day period of TomatoFest. You must have your own vending unit or tent. Vendors must provide all necessary equipment including table, chairs etc.
2. Vendor shall obtain necessary permits to serve food and agrees to provide TomatoFest with proof of such permits. A permit is required from the Cayuga County Health Department to serve food at TomatoFest. This is required even if vendor is a local business. It is the vendor's responsibility to contact the Cayuga County Health Department at 315.253.1405 for vending food from a location other than the normal place of business. Out-of town vendors must call the department to obtain the proper forms. Permits must be sent to TomatoFest, P.O. Box 1611 Auburn, New York 13021
3. Vendors must supply at least 100 feet of S.O.W. outdoor 10 gauge cable or sufficient gauge wire, 3 or 4 conductor wire (no lamp extension cord allowed) for each booth. Electrical access is limited and dependent upon booth location. Vendor will be supplied with one 20 amp/120 volt electrical outlet and must specify application of power. Vendors may provide propane, butane or other heat source provided it meets fire marshal and TomatoFest approval. The use of generators must be approved by TomatoFest.
PLEASE REFER TO ELECTRICAL REQUIREMENTS SHEETS FOR MORE INFORMATION.
4. **Vendor must include Certificate of Insurance with application materials with \$2,000,000.00 commercial general liability insurance naming TomatoFest as an additional insured.**
5. TomatoFest reserves the right to limit the types of food and drink offered for sale to insure variety and eliminate repetition. Apply early for the best chance to reserve your item(s) exclusively. Any and all changes to the submitted menu must be made in writing and approved by the food committee. Violations of this procedure will result in booth closure.
6. Vendor shall prominently post a sign or signs listing the prices of all items being sold. The Food and Beverage information form must be included for an application to be considered.
7. **A \$75.00 Sponsorship/Booth Fee is required from (For Profit Organizations)**

AND

*Vendor will pay Tomatofest 15% of gross sales at end of each day,
Or Vendor will not be permitted to reopen Stand!!!!*

8. **A \$50.00 Sponsorship/Booth Fee is required from Non-Profit organizations**
AND
Vendor will pay TomatoFest 10% of gross sales, at the end of each day
Or Vendor will not be permitted to reopen Stand!!!!
9. Vendor is solely liable for equipment, food, beverage and any other personal property at the festival. Vendor represents he has insurance coverage for said items to cover loss due to vandalism, theft, and any other casualty. TomatoFest will provide such security as it can for the operating and non-operating hours during the festival, and the take-down period; however, it is specifically agreed the TomatoFest and Emerson Park shall be held harmless for any claim of theft, vandalism, casualty, or loss.
10. Vendor is responsible for maintaining a neat and clean area within 20 feet surrounding the vendor's site and assures that the area will be returned to it's pre-festival condition. If repair and cleaning costs are incurred and the festival committee determines that the vendor is responsible, the cost of repairs or cleaning will be charged to vendor.
11. TomatoFest requires all vendors to operate their business in a professional manner. At the discretion of the food committee, a vendor who does not conduct himself, his agents, or his employees in a professional manner may be subject to a \$250 charge (payable on premises) and/or may be asked to leave the festival.
12. Booth space may not be re-assigned or sublet.
13. Vendors are solely responsible for paying all New York State sales taxes and shall properly display their current NYS Sales Tax Certificate.
14. No hawking, peddling or other selling or advertising is allowed outside of vendor's assigned area. Vendor's may not use any sound amplification equipment of any type.
15. TomatoFest reserves the right to refuse any booth application.

[Keep this page for your records](#)

TomatoFest of Central New York 2010 Food Vending Electrical Requirements

Vendor Name _____

Mailing Address _____

Phone # Days _____ Eve _____

Please list all electrical equipment to be used during this year's TomatoFest. Each booth will be inspected before the festival begins on Saturday and any electrical equipment not listed below will be removed or the booth will be barred from opening. No voice amplification equipment, such as bullhorns or loudspeakers are permitted. Duplexes are to be labeled/coded by the vendor and for safety reasons vendors are NOT allowed to touch the electrical panel.

Due to limited power availability, the festival provides each vendor with one 20 amp 120 volt or one 30 amp 120/240 volt setup. Vendors must supply flexible outdoor rated electrical cable of sufficient size to service their load and length sufficient to reach the power source. All equipment must be properly grounded. Lamp extension cords will not be allowed.

PLEASE LIST ALL OF YOUR ELECTRICAL EQUIPMENT AND INDICATE IF 24 HOUR POWER WILL BE REQUIRED (UNINTERRUPTED SERVICE)

Equipment	Voltage	Current	Wattage	Single Phase	Three Phase	24 Hour
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Damage to TomatoFest electrical equipment due to noncompliance will result in a charge for the cost of repair, as well as any consequential damages arising from the noncompliance. All connections to the power panel will be made only by electrician available.

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