

37TH ANNUAL FORT ARMSTRONG FOLK FESTIVAL
2008 NON -PROFIT FOOD VENDOR APPLICATION RULES

THURSDAY JULY 31— August 3rd 2008
DEADLINE: JUNE 15, 2008

Come, Celebrate with our community! The Fort Armstrong Folk Festival organized by the Fort Armstrong Folk Festival, Inc., a non-profit agency invites everyone to take part in the 37th Anniversary Celebration, share in the spirited celebration of our heritage! The Festival, held in Riverfront Park (which banks the Allegheny River) in Kittanning, Pennsylvania. Kittanning is located 45 miles north of Pittsburgh (Route 28) and 70 miles east of Youngstown, Ohio (Route 422). This year's event will take place **THURSDAY, JULY 31 through Sunday, August 3rd**

NON – Profit FOOD VENDOR RULES:

- The Festival will select and limit the number of vendors selling food and/or beverage items for the best interest of the festival. - - **Space assignments are at the discretion of the Festival.**
- The Fort Armstrong Folk Festival is not responsible for theft, bodily injury, or damage to the property of the vendors and is absolved of any legal proceedings for whatever reason.
- Vendors are to know and meet the local and state food handling laws, requirements and to pay necessary permit fees. ***Copies of permits and insurance are required on the days of set up for inspection [Wednesday & Thursday].***
- The Festival is the sole vendor of soft drinks and bottled water.
- Vendors must be present & participate all FOUR [4] days of the Festival, opening until closing hours.
- Vendors are to sell only those items listed on application and Approved by the Festival Committee
- **No raffles are permitted.**
- Vendors are not permitted to distribute literature during the hours of the Festival.
- Vendors are responsible for their workers. The Festival reserves the right to remove any worker who does not meet acceptable standards of the festival.
- Electrical generators are **not** permitted.
- **Tent and tent pegs must be contained within your 12' x 10' space** or approved space. Non-standard booth spaces may be available upon special request.
- **Notification of acceptance will be made by JUNE 30, 2008.** Food vendors who are not accepted will have their non cashed booth space fee returned at this time.
- **Non compliance results in non participation in 2009 festival.**

NON- Profit BOOTH SPACE Fee - \$ 560.00 per 12' frontage X 10' depth

includes four 110 volt service outlets.

Double booth: 24' frontage X 10 foot depth & four 110 volt outlets

Additional Electrical Fee - \$50 per 110 volt outlet

Make checks payable to: **Fort Armstrong Folk Festival, Inc.**
P.O. Box 991, Kittanning, Pa 16201

All Applications must be postmarked **NO LATER than JUNE 15, 2008** For consideration of acceptance.

CONTACT INFORMATION:

For additional information and questions please contact the festival by:

Phone: (724)543-6363

Email: www.armstrongfestival.com

Address: P.O. Box 991
Kittanning, PA 16201

Hours of Operation:

Thursday & Friday,	5:00 pm until 10:00pm;
Saturday,	12 Noon until 11:00pm;
Sunday,	12 Noon until 9:00pm

Please retain this sheet for your reference to rules, etc.

Please include:

- Completed Application
- Booth Space Fee \$560
- Add \$50 to Check if EXTRA electric is needed
- Dept Of Health Permit
- Proof of Insurance
- Tent size including pegs
- Electrical needs
- Proposed Menu Items

2008 NON -PROFIT FOOD VENDOR APPLICATION

DEADLINE: JUNE 15, 2008

Name of Business Organization: _____

Contact Person(s): _____

Address: _____

City: _____ State: _____ Zip _____

Telephone #(s): _____ / _____

Email: _____ PA TAX Exempt #/non profit # _____

Booth Space Rental Fees: (1) 12' frontage X 10' depth Booth Space = \$560—includes four 110 volt service outlets.

Tent and tent pegs must be contained within your 12' x 10' space.

(2) 24' frontage X 10' depth Booth Space = \$1120—includes six 110 volt service outlets.

Tent and tent pegs must be contained within your 24' x 10' space.

Any other size needs clearance of the Festival's Executive Director

Additional Electrical Fee: \$50 per outlet

Booth Space fee	\$ _____
+ Additional Electrical	\$ _____
=TOTAL FEE = \$ _____	
TENT SIZE : _____ or	
TRAILER SIZE: _____	

Electrical usage: Please include the number of electrical items used in your booth: so the Festival can better accommodate your electrical needs:

____ Refrigerators ____ Microwaves

____ Roasters ____ Fryers

____ Grill ____ Warmers

____ **220 volt: indicate R or P plug** _____

____ Other, explain _____

PROPOSED FOOD AND / OR BEVERAGE SALES INFORMATION:

Please provide a complete list and Explanation of Proposed food and /or Beverages

1. _____
2. _____
3. _____
4. _____

Continue on reverse or Attach a menu or additional sheets

RELEASE:

I acknowledge that I have read and understand the conditions for entry and will comply with the above noted guidelines. If I have violated any of the festival's guidelines, I understand the Festival reserves the right to close the sales organization and dismiss the vendor from the festival. After acceptance, I understand that a \$50 fee will be assessed if I withdraw prior to June 30, 2008. Vendors who withdraw after July 1, 2008 must forfeit the total booth space fee.

Name of NON - Profit Organization: _____

Signature: _____ Date: _____

Special Needs or Requests: _____