

**41ST ANNUAL FORT ARMSTRONG FOLK FESTIVAL**  
**2012 NOT FOR PROFIT FOOD VENDOR RULES**

**THURSDAY, AUGUST 2ND—SUNDAY, AUGUST 5TH**  
**DEADLINE: JUNE 29, 2012**

**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 **41st** Anniversary Celebration. Share in the spirited celebration of our heritage! The Festival is 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, August 2nd through Sunday, August 5th.**

**NOT FOR PROFIT FOOD VENDOR RULES:**

- **Vendors must be present & participate all four days of the Festival, opening until closing; hours listed below.**
- 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 any reason.
- The Festival will select and limit the number of vendors selling food and/or beverage items in **the best interest of the festival.**
- The Festival is the **sole vendor of soft drinks and bottled water.**
- 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].**
- Vendors are to sell **only those items listed on their 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. Vendors will conduct themselves civilly and graciously at all times. The Festival reserves the right to remove any worker who does not meet acceptable standards of the festival. In the event of a dispute, the decision will be made by the FAFF Board.
- Electrical generators are **not** permitted.
- **Space assignments are at the discretion of the Festival.**
- **Tent and tent pegs must be contained within your 12' x 10' space.** Non compliance results in non participation in future festivals. Non-standard booth sizes may be available upon special request.
- Special accommodations may be required for those vendors who use a trailer.
- **Notification of acceptance will be made July 14, 2012.** Food vendors who are not accepted will have their non cashed booth space fee returned at this time.

**Profit Booth Fee:** \$ 560.00 per 12' frontage X 10' depth includes four 110 volt service outlets.  
**Double Booth:** \$1120.00 per 24' frontage X 10' depth includes four 110 volt service 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 29, 2012** for consideration of acceptance.

**CONTACT INFORMATION:** For additional information and questions please contact the festival by phone: (724) 543-6363 or email: info@armstrongfestival.com

**Hours of Operation:** Thursday & Friday, 5:00 pm until 10:00 pm;  
Saturday, 12 Noon until 10:00 pm;  
Sunday, 12 Noon until 9:00 pm

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

**Please include:**

- |  |   |
|--|---|
| <input type="checkbox"/> Completed Application                         | <input type="checkbox"/> Proof of Insurance       |
| <input type="checkbox"/> Booth Space Fee \$560 or \$1120               | <input type="checkbox"/> Tent size including pegs |
| <input type="checkbox"/> Add \$50 to Check if EXTRA electric is needed | <input type="checkbox"/> Electrical needs         |
| <input type="checkbox"/> Dept Of Health Permit                         | <input type="checkbox"/> Proposed Menu Items      |

**2012 NOT FOR PROFIT FOOD VENDOR APPLICATION**

**DEADLINE: JUNE 29, 2012**

Name of Organization: \_\_\_\_\_

Contact Person(s): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Telephone #(s): \_\_\_\_\_ / \_\_\_\_\_

Email: \_\_\_\_\_ PA TAX # \_\_\_\_\_

**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 four 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 | \$ _____        |
| <b>=TOTAL FEE =</b>     | <b>\$ _____</b> |
| <b>TENT SIZE :</b>      | _____           |
| 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 July 14, 2012. Vendors who withdraw after July 14, 2012 must forfeit the total booth space fee.*

Name of Organization: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Special Needs or Requests: \_\_\_\_\_

\_\_\_\_\_