



5th Annual GermanFest, *Celebrating the Germanic Heritage of the Shenandoah Valley*

September 12, 2015

Shenandoah Germanic Heritage Museum

Owned and Operated by Hottel-Keller Memorial, Inc. (HKMI)

FOOD VENDOR APPLICATION

GENERAL INFORMATION

Name of Organization: _____

Contact Person: _____ Business or Home #: _____

Cell #: _____ E-Mail _____

P.O. Box: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Website (if you have one) _____

Tax ID Number: _____

Are you bringing a generator? Yes _____ No _____

FEE SCHEDULE

Please designate the vendor type and specify the size of your booth. See attached information for vendor categories and definitions.

Vendor Type: _____ Booth Size: _____

All food and amusement vendors must submit a non-refundable up-front deposit with their application in the amount noted in the table below. The deposit will be deducted from the amount owed based on the Cash Receipts Form each vendor agrees to complete at the close of GermanFest. NOTE: Some volunteers will have meal tickets that are intended to be used like cash at main food vendor booths. Collect and retain these tickets. At the end of the day, you will turn them in with your Cash Receipts Form where they will be reconciled against the amount due.

	Up Front Deposit	Before August 1, 2015	After August 1, 2015
Type/Price			
Main Food Vendor	\$100	15% of Sales	15% of Sales + \$15
Snack Food Vendor	\$50	15% of Sales	15% of Sales + \$15
Amusements Vendor	\$50	15% of Sales	15% of Sales + \$15

(over)

DESCRIPTION

Please describe your food stand and the food items to be sold. This description is required in order for your application to be processed and your exhibit space to be assigned. Note: Any items that you plan to sell or give away must be included in this description. Optional: attach or email photos (ceramey3@comcast.net). We may choose to use them in our promotional materials as we advertise GermanFest and your participation with us.

GENERAL RELEASE

I (we), the Applicant(s), so expressively release The Shenandoah Germanic Heritage Museum and Hottel-Keller Memorial, Inc. of all liability for injury, theft, damage or loss to persons or property of the Exhibitor and will not hold said parties liable for refunds whatsoever for failure to fulfill this contract, being destroyed by fire or other calamity, act of God, statutes, ordinances or legal authority or any cause beyond its control while participating in GermanFest and hereby agree to the enforcement of all requested rules and regulations of the festival as set forth in the application and entry rules. Changes concerning GermanFest may be made at the discretion of The Shenandoah Germanic Heritage Museum and Hottel-Keller Memorial, Inc. at any time.

I (we), the Applicant(s), understand that each vendor must provide a Certificate of Insurance which has Hottel-Keller Memorial, Inc. (dba--Shenandoah Germanic Heritage Museum) listed as an additional insured, and I will enclose it with my completed application. I (we), the Applicant(s), understand that as a Food/Amusement Vendor, my fee to participate will be based on a percent of sales and I agree to complete the Food Vendor Cash Receipts Form at the end of the day and return it to a GermanFest Staff member. I (we), the Applicant(s), understand that Main and Snack Food Vendors are responsible for acquiring a temporary event food permit (\$40 fee) with the Shenandoah County Health Department.

I (we), the Applicant(s), have read the rules and regulations enclosed with the application. Upon acceptance into the festival, I agree to abide by all rules & regulations and the release as stated above.

Company: _____

Signature of designated representative: _____

Print Name: _____ Date: _____

Submit this form, certificate of insurance, with check for the up-front deposit (and late fees if applicable) made payable to SGHM to: SGHM, c/o Chester Ramey, 947 Franklin Street, Winchester, VA 22601-5809

DO NOT WRITE BELOW THIS LINE

Date Application Received _____ Payment Amount Enclosed _____ Check # _____

Application Reviewed By _____ Certificate of Insurance Enclosed? Yes ____ No ____

Booth Space Assignment _____