

# *North Plains Elephant Garlic Festival*



## *Food Vendor Application*

**Friday, Saturday & Sunday, August 9, 10 & 11, 2024**

**Incomplete applications will be returned**

**Deadline: March 3, 2024**

Dear Food Vendor,

I would like to invite you to apply for the North Plains Elephant Garlic Festival, We look forward to seeing previous vendors as well as those of you who are new to this year's event. Each vendor will be notified if they have been accepted into the festival, each accepted vendor will also be given a copy of the Festival Rules and Regulations for each person in their group to read before the event starts. Please remember to bring your Festival Rules and Regulations with you to the event. Space is limited, so the earlier you apply the better chance you will have of being accepted.

Booth set up is on Thursday, August 8th from 9:00am –7:00pm

We hope to see all our returning vendors!!!!

**PLEASE RETURN YOUR APPLICATION PRIOR TO March 3, 2024**

**If you have any questions, please call (503) 319-5428 or email me at [lochlolly1@aol.com](mailto:lochlolly1@aol.com)**

Thank you,

Patti Burns  
Event Coordinator

**FRIDAY AUGUST 9, 2024– 12:00 Noon to 11 PM**  
**SATURDAY AUGUST 10, 2024- 10AM to 11 PM**  
**SUNDAY, AUGUST 11, 2024- 10AM to 4 PM**

ALL FOOD BOOTHS MUST ADVERTISE AND SELL AT LEAST ONE GARLIC ITEM.

Failure to comply with this rule will result in expulsion from the festival with forfeiture of all fees!

All food booths must be open and selling food during all festival hours on Friday, Saturday and Sunday. All set-ups must be completed and open for business on **FRIDAY AT 12:00 noon. Absolutely no booth set up during festival hours. Tearing down is allowed only after the 4:00pm closing on Sunday. INITIALS** \_PM \_\_\_\_

FOOD BOOTHS MUST COMPLY WITH ALL HEALTH DEPARTMENT RULES AND REGULATIONS. (ALL FOOD VENDORS MUST HAVE FOOD HANDLERS CARD ON SITE) **ALL FOOD IS TO BE SOLD AT BOOTHS ONLY. VENDORS ARE NOT ALLOWED TO SELL ELSE WHERE ON FESTIVAL GROUNDS. INITIALS** \_\_ \_\_

**THE FESTIVAL WILL PROVIDE:**

- \*20AMPS OF 110 ELECTRICITY, MORE AT ADDITIONAL COST IF NEEDED AT \$20.00 PER OUTLET
- \*WATER AND WASTE WATER DISPOSAL, CENTRALLY LOCATED
- \*LIMITED NIGHT LIGHTING

**YOU PROVIDE:**

- \***ELECTRICAL CORDS AND WATER HOSES: EXTENTION CORDS MUST BE COMMERCIAL GRADE**
- \*ATTRACTIVE BOOTH AND SIGNAGE
- \*TRASH RECEPTACLES
- \*REFRIGERATED STORAGE LIMITED TO TWO APPLIANCES **INITIALS** \_\_\_\_
- \*EACH VENDOR IS RESPONSIBLE FOR OBTAINING THERE OWN WASHINGTON COUNTY HEALTH DEPARTMENT TEMPORARY RESTAURANT APPLICATION. **INITIALS** \_ \_\_

**EACH VENDOR MUST SUBMIT A CERTIFICATE OF INSURANCE LIABILITY NAMING NORTH PLAINS EVENTS ASSOCIATION AND ITS BOARD MEMBERS, AND\*THE CITY OF NORTH PLAINS, \*INITIALS**

**BOOTH FEES AND INFORMATION:**

**EACH VENDOR IS RESPONSIBILIE FOR OBTAINING A WASHINGTON COUNTY TEMPORARY HEALTH PERMIT**

**NOTE: ALL FOOD BOOTHS REQUIRE A \$250.00 CLEAN UP FEE. CLEAN UP FEE WILL BE REFUNDED AND MAILED DIRECTLY TO YOU IF BOOTH IS LEFT CLEAN.**

- 1. COMMERCIAL FOOD VENDORS:** \$450.00 PER 10 X 10 BOOTH, WITH 20amps ELECTRICAL POWER OR \$795.00 PER 10 X 20 BOOTH, WITH 40amps ELECTRICAL POWER.
- 2. NON-PROFITFOOD VENDORS:** \$375.00 PER 10 X 10 BOOTH, WITH 20amps ELECTRICAL POWER OR \$650.00 PER 10 X 20 BOOTH, WITH 40amps ELECTRICAL POWER.

\* Please remember to send two separate checks, one for cleaning deposit and one for the booth fee

***PLEASE COMPLETE THIS APPLICATION IN FULL BY March 3, 2024***

**\*RETURN WITH BOOTH FEE CHECK,**

**\*A SEPARATE REFUNDABLE CLEAN UP FEE CHECK,**

**\*SIGNED RELEASE AND INDEMNITY WAIVER,**

**\*CERTIFICATE OF INSURANCE LIABILITY.**

**\*PLEASE, SIGN YOUR INITIALS AT THE END OF EACH PARAGRAPH, AFTER IT HAS BEEN READ.**

**\*INCOMPLETE PACKETS WILL CAUSE A DELAY IN APPROVING YOUR APPLICATION.**

**NAME OF BUSINESS OR ORGANIZATION:** \_\_\_\_\_

**BOOTH NAME:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**TELEPHONE NUMBERS: DAY AND EVENING:** \_\_\_\_\_ **CELL:** \_\_\_\_\_

**E- MAIL ADDRESS:** \_\_\_\_\_

**MENU ITEMS: PLEASE LIST ALL FOOD ITEMS TO BE SOLD, INCLUDING GARLIC ITEMS.**

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_

7. \_\_\_\_\_ 8. \_\_\_\_\_

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**A list of all your appliances and the number of amps each appliance requires must be listed below. These will be the only one allowed at the festival. Each vendor will be inspected to be sure the numbers of amps you have specified on this application are being used. If you have a whisper quiet generator, it can be used.**

**This area must be filled out completely, do not say same as last year, because of power issues we need to know what you are using!!**

Appliance \_\_\_\_\_ # of amps \_\_\_\_\_ Appliance \_\_\_\_\_ # of amps \_\_\_\_\_  
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Appliance \_\_\_\_\_ # of amps \_\_\_\_\_ Appliance \_\_\_\_\_ # of amps \_\_\_\_\_

**Please note:** *The Garlic Festival has very limited vendor parking. If you have a motor home or trailer, you will be provided with just enough space for a pop-out if that is what you have. You will not be provided room for a canopy. We are not a regular campground and are short on space to be able to provide parking space let alone camping space. If you feel you need to have more room then you are welcome to contact Loch Lolly Christmas Forest, which is up the road about 4 miles. They are willing to allow more space for camping and Motor home/trailer parking there.*

Handicapped Parking needed yes \_\_\_\_\_ no \_\_\_\_\_.  
Number of parking spaces required for the duration of the festival \_\_\_\_\_  
Vehicle(s) to be parked in Vendor parking is a \_\_\_\_\_  
Dimensions of space needed: \_\_\_\_\_

## **FOOD VENDOR APPLICATION RELEASE AND INDEMNITY AGREEMENT**

AS A VENDOR IN *The Elephant Garlic Festival* I AGREE TO HOLD THE CITY OF NORTH PLAINS, The North Plains Events Association & *it's Board members*, THE PROPERTY OWNERS, THEIR AGENTS, OFFICERS, THE BOARD OF DIRECTORS, EMPLOYEES AND/OR VOLUNTEERS HARMLESS AND FREE FROM LIABILITY FOR INJURY TO, OR PROPERTY DAMAGE OF THE VENDOR, HIS AGENTS, EMPLOYEES OR THIRD PERSONS IN OR ON THE PREMISES OF *The Elephant Garlic Festival*. I ACKNOWLEDGE THE FESTIVAL, OR PROPERTY OWNERS WILL NOT PROVIDE DAMAGE INSURANCE AT THIS EVENT, I AGREE TO PROVIDE MY OWN THEFT AND DAMAGE INSURANCE FOR PROPERTY ON DISPLAY AND EQUIPMENT IN USE.

THE *North Plains Events Association* AND THEIR AGENTS AND ASSIGNEES ASSUME NO RESPONSIBILITY OR LIABILITY FOR INJURY OR DAMAGE, OR LIABILITY TO PERSONS OR PROPERTY SUSTAINED BY REASON OF PRESENCE OF THE VENDOR AT THE *North Plains Elephant Garlic Festival* OR ANY PORTION THEREOF IN AUGUST 2024.

I HEREBY ACKNOWLEDGE THAT I AM ELIGIBLE TO PARTICIPATE IN THE *Elephant Garlic Festival* AND HAVE READ AND AGREE TO COMPLY WITH THE ESTABLISHED RULES. I FURTHER UNDERSTAND THAT THE FESTIVAL MAY REVOKE SUCH AUTHORIZATION AT ANY TIME FOR VIOLATION OF THOSE RULES OR OTHER ACTIONS, WHICH DO NOT CONFORM, TO THE BOARD POLICY.

AUTHORIZED VENDOR SIGNATURE:

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Please make checks payable to: Elephant Garlic Festival

Mail to:  
Patti Burns  
28366 NW Dorland Rd  
North Plains, Or 97133