



November 12, 2011

11:00 A.M. to 10:00 P.M.

Acreage Community Park

6701 140th Ave. Loxahatchee, FL. 33470

www.acreagefallfest.com

2011 Food Vendor Application & Information

Deadline November 4th, 2011 by 5PM

Food Exhibit Space for the 4th Annual Acreage Fall Fest is now available!

Exhibit/Non Profit Space is available to exhibitors who have products and services for the community. The Event intends to conduct various entertainment and activities during the **4th Annual Acreage Fall Fest** on Saturday November 12th, 2011 located at Acreage Community Park. The Event will be themed to appeal to the local western communities in Palm Beach County and will feature music, food, beverages, exhibits, displays and other activities usually associated with a festival as determined appropriate by the Event's producers.

Tromsi, Inc reserves the right to select exhibitors for the **4th Annual Acreage Fall Fest**. Limited exhibit space is available based on product offerings, contribution and balance to the overall event.

Each exhibit space includes:

- 10' x 10' space for set up and display

Exhibitors will be responsible for their own table covers, extension cords, multi-plugs, inside lighting. Food Vendors are asked to specify what items are to be sold and ALL ITEMS need to be approved by Tromsi, Inc. The collection of sales tax and payment to the Florida Department of Revenue will be the sole responsibility of each individual vendor.

FEES:

Vendor Space: \$350.00

Optional Items for Rent:

- | | |
|-------------------------|--------------------------------|
| 1. Tent: | \$150.00 |
| 2. Side Walls for Tent: | \$ 25.00 per side |
| 3. Table with 2 chairs | \$ 25.00/Set |
| 4. Electric | (Limited Availability/\$75.00) |

Payment in full must accompany application for space. Approval of applications for space may take up to 30 days. The check will not be deposited until application is approved and will be returned if space is not granted.

Load-In / Load-Out: A specific move-in and move-out schedule must be adhered to.

Load-In: Saturday, November 12th, 2011. Exhibitors **MUST be set up by 10:00 a.m. with ALL vehicles removed from site by 9:00 a.m.**

Load-Out: Saturday, November 12th, 2011 after 11:00 P.M. **There is no early breakdown and Exhibitors abandoning their exhibit spaces early may not be accepted in future years.**

There will be limited vehicles allowed on the fields inside of Acreage Community Park on Saturday morning between 5:00am and 9:00am after 9:00am all materials will have to be Hand Trucked in. After event closes, security will clear the park before any vehicles are allowed inside the park. All exhibits must be removed at the end of the event.

Space available: TROMSI, INC. reserves the right to assign all space and space locations to insure the continuity and integrity of the event.

MEMO TO FOOD VENDORS

- Please be sure to cover the area within your 10' x 10' food booth. With SPORT COURT as it protects against oil spills.
- Please provide your own **heavy duty** trash bags. You are to place the bagged trash behind your booth and the event will pick it up throughout the day.
- Please breakdown boxes, place behind the booth and the event will pick up through the day.
- Extension cords must be approved for outdoor use
- Every vendor needs to have a fire extinguisher within the booth. A 40 # ABC extinguisher is required. If you are frying you will need an extinguisher.

- Food VENDOR SET-UP DATE November 11th, 2011 from Noon until 7:00 P.M. All set-ups must be completed by 7:00 P.M
- The Health Department will be inspecting between 3-5PM. Please see attached Memos regarding Health Department and Fire Department requirements.
- There will be no truck parking adjacent to your booth. Bring a hand truck to assist you in restocking your booth.

FIRE ORDINANCES

1. Fire inspectors will be on hand to check your set-up and assist you with any fire safety problems.
2. Fire Extinguishers - Type ABC are preferred. If you are frying, please use AK extinguishers. Fire Extinguishers shall be of at least 5 lb. capacity. Be sure it is **charged** and **currently inspected**.
3. Clear vinyl along the sides of your tent should **NOT** be used in your decorating. Make sure anything you use for decorating is fire-proof if it is anywhere near a cooking source.
4. Propane tank must have a current inspection date. Any tanks filled on site must utilize a scale. All tanks must be 10 feet from heat source.
5. Propane tanks **MUST BE protected and SECURED**, i.e., placed in a milk crate or tied down in some fashion (tied to the polls of the back of the tent is acceptable) so they cannot tip over. A wood frame would also be acceptable.
6. If there is a fire lane behind or in front of Tent, **THE FIRE LANE MUST BE CLEAR AT ALL TIMES.**

HEALTH ORDINANCES

Please be advised that the Health Department will be making its inspections between 3-5PM Nov 11th. The Health Department will require:

1. There must be hand washing facilities in all tents that are serving food and food stuffs. This, at the very least, will be a two gallon water container with a spicket (can be purchased at most supermarkets). A bucket that can hold more than 3 gallons is necessary to catch the grey water used in washing hands. **THIS GREY WATER IS TO BE DISPOSED OF IN THE HOLDING TANKS PROVIDED - DO NOT DISPOSE OF ANY WATER ON THE GROUND OR IN THE CITY SEWERS!!** Any grease **MUST** be disposed of in the oil drums located

in site. At least one gallon of back-up water is to be on hand at all times. This can be refilled from the City Water system. Vendor should have pump liquid soap and disposable paper towels to assist in cleaning hands. Employees should be asked to clean their hands upon arrival to your booth. Hands should be washed frequently and especially after cigarette breaks, touching hair, face, trash, etc. **FOOD GLOVES MUST BE WORN BY ALL PERSONNEL WHO HAVE CONTACT WITH FOOD.**

2. Another bucket with water and bleach (or acceptable sanitizer) should be on hand to assist in wiping down serving and cooking areas. This is for wiping down food service areas and NOT for cleaning equipment. Equipment should be cleaned at Vendor's commissary.
3. PLEASE DO NOT wash your utensils at the end of the night over the GREASE INTERCEPTORS. Your utensils and cookware MUST be washed in a three-compartment sink with hot and cold running water!! PLEASE do not dump unused food in the grass or sewers.
4. Sneeze Guards - Vendors must use sneeze guards to protect any exposed food cooking areas and serving areas.
5. The Department of Business Regulation (DBR) will be in charge of permitting all Food Booths. There will be a Department of Regulation food permit fee for the 1-3 day areas in the amount of \$91.00 payable to the Division of Hotel and Restaurants. **NO CASH OR BUSINESS CHECKS WILL BE ACCEPTED BY THE STATE - ONLY CASHIER CHECK OR MONEY ORDERS.** You may NOT open if your fee has not been paid or if you have not had a satisfactory inspection. They will be permitting all types of food and beverage.
6. You should have extra utensils on hand to replace any cooking utensils that are dropped or have become too soiled to continue to use.
7. The inspectors are going to be checking closely your holding temperatures, means of refrigeration and temperatures at cooking. Foods must be kept below 41 degrees or above 140 degrees.
8. All ice in coolers MUST BE DRAINED ICE and drained water is to be caught in a pail and disposed of as grey water.
9. THIS GREY WATER IS TO BE DISPOSED OF IN THE GREASE INTERCEPTORS BEHIND THE TENTS OR HOLDING TANKS C DO NOT DISPOSE OF ANY WATER ON THE GROUND OR IN THE CITY SEWERS!!
10. NO SMOKING is permitted in food areas or while working with food.

Food Vendor Application Form

**Please complete the following form and submit it with your vendor space payment.
All checks payable to Tromsi, Inc.**

Company Name	
Contact Name	
Address	
City/State/zip	
Telephone & Fax	
Cell phone	
Email address	
<p>*Please Note: Vendors must abide by menu given and post pricing at booth. There will be no vendors selling two like items.</p> <p align="center">Food Booth \$ 350.00 Food Cart \$ 350.00</p> <p><u>Optional Items for Rent:</u></p> <p>1. Food Vendor Fee for 10x10 space \$350.00 _____</p> <p>2. Additional 10x10 space @ \$200.00 _____</p> <p>3. 10x10' Tent Rental _____ @ \$150.00 _____ (Includes Delivery & Set-Up)</p> <p>4. Side Walls for Tent _____ @ \$25 per side _____</p> <p>5. Table w/2 Chairs _____ @ \$25/set</p> <p>6. Electric (vendor may provide own) \$75.00 _____</p> <p align="right">Total _____</p> <p align="center">Mail your complete application & payment to the Address below: Tromsi, Inc 7040 Seminole Pratt Whitney Road Suite 25-24, Loxahatchee, FL 33470 FAX # 561) 795-5524</p> <p>Vendor agrees to operate during all hours of event on both days of the event</p> <p>Signature of Vendor _____</p> <p>Date _____</p> <p align="center">Please list ALL food items you wish to sell with sales price Tromsi Inc retains the right to approve ALL pricing</p>	

NO WATER, BEER, SODA, ICED TEA OR ENERGY DRINK SALES ALLOWED

There will be NO duplicate sales allowed. One vendor only per item. Once a vendor is allowed into the event that vendor has the right of first refusal to return each year as long as that vendor abides by all terms and conditions of the event.

EXAMPLES OF FOOD ITEMS

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

Deadline: November 4th, 2011 by 5:00 P.M.

Vendor Agreement

PLEASE READ CAREFULLY BEFORE SIGNING.

In applying for exhibit space, I specifically agree to abide by the following rules and regulations of **The 4th Annual Acreage Fall Fest** regarding exhibitors and display.

1. **Tromsi, Inc** has the exclusive right to accept or reject Exhibitors and the products they display within the Event.
2. All exhibit spaces must be set up according to the time table specified above by Tromsi, Inc. Exhibitors not set up by the specified time may forfeit their space without refund.
3. All exhibit space must be staffed and operational during all open hours of the event. **There is no early breakdown and Exhibitors abandoning their exhibit spaces early will not be accepted in future years.**
4. All exhibit space must be kept neat and orderly at all times. Tromsi, Inc. reserves the right to inspect exhibit space and if necessary request changes of which the Exhibitor agrees to comply.
5. All activities must be confined within the limitations of the assigned exhibit space.
6. No activity engaged in by an Exhibitor **or non-profit** including the use of sound projection equipment may interfere with another Exhibitor **or non-profit.**
7. Exhibitors may only display and market those items contained in this application. Exhibition of other items are subject of removal. **No exceptions will be made.**
8. Each Exhibitor agrees to accept these rules and regulations and certifies that they have adequate insurance to cover their participation and the participation of their personnel. Each Exhibitor specifically agrees that they will make no claim, of any kind against the Acreage Fall Festival, Tromsi Inc, Indian Trail Improvement District, The Palm Beach County Parks and Recreation Department, Palm Beach County, any of their affiliates or any officials, elected or assigned to these listed organizations, their owners, officers, directors, agents and employees, and all sponsors, producers, their agents, representatives, volunteers and successors and assigns its officers, personnel, contractors or sub-contractors resulting from damage, personal injury or loss of material
9. Each Exhibitor is responsible for the security of their exhibit space and the material within their exhibit space and assumes all responsibility for all goods, materials, exhibits, displays, articles and other tangible personal property in or on the Event site before, during or after the Event and the Event assumes no responsibility for said items.
10. Exhibitor recognizes and acknowledges that this is an outdoor event and assumes all risk of weather associated with the Event and will make no claim against Tromsi, Inc if the Event is cancelled, delayed or curtailed because of weather.

11. Exhibitor shall be responsible for the public safety, health and welfare of its patrons, agents, vendors, sub-contractors, concessionaires and employees. The Event reserves the unilateral right to cause the interruption of the Event in the interest of public safety and to likewise cause the termination of such Event when, in the sole and arbitrary judgment of any County, State or Federal agency or its agents, including but not limited to Tromsi, Inc, Health Department or Fire Department, such action is necessary in the interest of public safety, health and welfare. Should it become necessary, to evacuate the Event area because of an act of God, natural disaster, a bomb threat or for other reasons of public safety, Exhibitor will make no claim against Tromsi, Inc.
12. Exhibitor hereby waives any and all claims for compensation for any and all loss or damage sustained by reasons of any defect, deficiency or impairment of the electrical, computer systems, plumbing and air conditioning installations or any part thereof furnished for the exhibit space granted, or by reason of any loss or impairment of light or current or water which may occur from any cause, or for any loss or damage sustained resulting from fire, black-out, brown-out, water, wind, civil commotion, riot, labor strikes, or act of God and the Exhibitor, their agents, officers, and other authorized representatives, hereby waive all rights and claims, action and causes of action and damages arising from any of the causes aforesaid.
13. Exhibitor is responsible for any damage caused to the Event area and agrees to pay all costs, as determined in the sole judgment of the Event, of repair or replacement for any and all damages of whatever origin or nature which may have occurred during the term of the Event in the space occupied by the Exhibitor in order to restore the damaged property, personality and equipment to a condition equal to that at the time Exhibitor occupied their exhibit space.
14. Safety of all Guests and Exhibitors is of utmost concern. Any and all unsafe conditions or activities will be brought to the attention of the responsible parties and corrective measures are to be made immediately. Use or possession of illegal or controlled substances of any kind is prohibited. Violators may be prosecuted to the fullest extent of the law. No handguns concealed or otherwise or other weapons are permitted in the Event area.
- 15. No animals, unless they are Seeing Eye Dogs or service animals approved by the Event in writing at least 10 days prior to the opening of the Event are allowed within the event area. All approved animals must remain on a leash or in a harness at all times and the owner is totally responsible for the animal's actions.**
16. There are NO refunds of approved exhibit space cost thirty (30) days or less prior to event date.

17. In consideration for the acceptance of my participation, the undersigned hereby releases and forever discharges the Acreage Fall Festival, Tromsi, Inc, Indian Trail Improvement District, Palm Beach County, The Palm Beach County Parks and Recreation Department, their owners, officers, directors, agents and employees, and all sponsors, producers, their agents, representatives, volunteers, successors and assigns; of all liabilities with the undersigned's participation in The 4th Annual Acreage Fall Fest including loss or damage to my property, travel to or from this event, and any injuries which may be suffered by the undersigned in connection with the event. This waiver includes any claims based on negligence, action or inaction of any of the above parties. I also agree to abide by all rules and regulations of The Acreage Fall Fest and agree not to disassemble my booth before clearance is given by security after 11:00 PM Saturday, November 12th, 2011. I understand that this event is a rain or shine event and no refunds will be given due to inclement weather.

- Check here if you agree to abide by the rules and regulations**
(Application cannot be processed without your agreement)

Signature of Applicant	
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DATE ____/____/____