



43rd Annual Vidalia Onion Festival

2020 Vendor Application – Historic Downtown Events

****NOTE** – This Application **is NOT** for the Arts and Crafts events located near the Vidalia Regional Airport. Please make sure you are filling out the correct application by visiting our website at <http://www.vidaliaonionfestival.com/applications/>

All correspondence should and will be via email, so please check your email for updates and notices. Please submit all documents, questions, or concerns to: vof.vendors@gmail.com.

Organization/Company Name: _____

Contact Person(s): _____

Mailing Address: _____

Phone – Primary: (____) - _____ **Phone – Other/Fax:** (____) - _____

Email: _____

Website address (if available): _____

Business Description: _____

Years in Business: _____ **Are you a previous vendor downtown?:** YES _____ NO _____

If yes, what is your vendor name/number in 2019: _____

Please list all items and pricing you plan to provide. THIS MUST BE SPECIFIC AS SOME ITEMS MAY BE MODIFIED OR CONSIDERED BANNED ITEMS (Please refer to the Festival Vendor Rules)

Item/Price: _____ \$ _____ Item/Price: _____ \$ _____

Item/Price: _____ \$ _____ Item/Price: _____ \$ _____

Item/Price: _____ \$ _____ Item/Price: _____ \$ _____

Item/Price: _____ \$ _____ Item/Price: _____ \$ _____

Item/Price: _____ \$ _____ Item/Price: _____ \$ _____

**If you have any additional items or require more space you may submit additional pages.

[*]To simplify the application process, this second page of the application is a checklist that MUST BE COMPLETED PRIOR TO OR DURING SUBMISSION OF THIS APPLICATION:

APPLICATION DEADLINE IS APRIL 5th 2020

Spaces fill quickly – DO NOT WAIT UNTIL LAST MINUTE TO APPLY – Applications are accepted first-come, first-serve

HAVE YOU COMPLETED THE FOLLOWING?:

Read / Initialed the Festival Rules? Initials: _____

[]Submitted Pictures of your setup with your application? Initials: _____**

[]Provided a diagram of your site (Please provide specific measurements) Initials: _____**

Submitted with this application liability insurance for your site? Initials: _____

**Printed page 4 of the Festival Rules
Provided payment in the form of secured funds? Initials: _____**

[*]Submitted the food service permit? (If applicable) Initials: _____**

*Your initials on each line item above (and in the footers below each page) is your affirmation that you have fully completed the process step. All applications by all vendors requesting to participate will be accepted. However, only completed applications that adhere to the Festival Rules and policies will be approved. Incomplete applications, failure to provide liability insurance, unsecured funds, violation of Festival Rules, or previous festival activities that resulted in disciplinary review or items being banned by the Vidalia Onion Festival Committee are grounds for application failure and/or dismissal. You will be notified, by email, of any items that are needed to complete your application should additional review be needed.

**For returning vendors (2019 vendors) – Please provide your vendor number or name on page 1. If you do not know your vendor number, please request it from Kerri Samples Monroe at the following email address – vof.vendors@gmail.com. All vendors during 2019 had pictures taken of their site. If there are no changes to the setup, the diagram and the pictures that are requested for confirmation on this page ARE NOT NEEDED. Please initial those sections of the checklist as complete.

*****Food Vendors ONLY** All food vendors must submit food service permits and have a working Fire extinguisher. Prior to the festival start (or during the festival itself) your site will be inspected by a health and fire inspector. Any person or persons claiming to be a health or fire inspector requesting to inspect your site, that has not previously been identified by Committee, must provide to you proper identification. DO NOT ALLOW ANY UNAUTHORIZED or UNIDENTIFIED persons access to your site. Contact the closest committee member if such action occurs.