

2010 Riverfront Arts Festival

Dear Vendor:

Please find enclosed the information for the 2010 Riverfront Arts Festival Food & Beverage Contract.

- The site is on Washington Ave. (The amphitheater in front of COSI will have entertainment all three days)

The festivities will take place September 17, 5-9:00pm; September 18 noon-10:00pm; and September 19, noon-5:00pm

All food concessions should operate out of tents unless special arrangements are made. If you wish to use a trailer, please submit a photograph. Because this is an Art Festival, we consider aesthetics to be of great importance.

You are required to fulfill all requirements with the City of Columbus. (Please note: No onsite health permits will be issued.)

This contract shall be considered to be an application to participate in the event, and does not constitute an offer of space. Your completed application will be reviewed, and you will be informed of whether you are accepted for participation within 1 month of application. Your check will not be deposited unless you are invited to participate.

Sincerely,

Jay Snyder
Executive Director, By Hand Artisan Guild
614-444-5767
1601 W. Fifth Ave. #201
Columbus, Ohio 43212

If you have any questions please call during normal business hours. Or feel free to email Info@byhandevents.com (Please include Riverfront Food in the subject line)

Riverfront Arts Festival
in cooperation with WaterFire Columbus
2010 Food & Beverage Vendors Contract

Name of Organization _____

Booth Name (as it appears in print) _____

Address _____ City _____ St _____ Zip _____

Contact _____ PH _____

E-Mail Address _____

MENU ITEMS	BRIEF DESCRIPTION	PRICES
1.		
2.		
3.		
4.		

INDICATE METHOD OF COOKING
Propane Charcoal or Wood Electric

BOOTH RENTAL

“Booth Space” fee of \$650.00 for a 10x10 space # of 10x10 spaces ____ @ \$650.00 = _____

“Booth Space” fee of \$800.00 for a 10x15 space # of 10x15 spaces ____ @ \$850.00 = _____

“Booth Space” fee of \$1000.000 for a 10x20 space # of 10x20 spaces ____ @ \$1000.00 = _____

SUBTOTAL FOR BOOTH(S) \$ _____

ADDITIONAL ELECTRIC (See Attached Sheet, **Must be paid in advance, day of event at higher rate**)

A \$250 refundable cleanup deposit is required, and will be returned in full at the end of the festival so long as your space is left in good condition (no trash left behind or grease spots – tar paper is HIGHLY recommended in order to minimize your chance of forfeiting your deposit.)

Make all checks or money orders payable to **By Hand**

All new vendors **must submit photo** of concessions unit.

I have read, understand and agree to the terms and conditions on the back of the form

Authorized Signature

Print Name

Date

BEVERAGE AND FOOD PRODUCTS

Vendors are required to use only By Hand and WaterFire Columbus sponsored products. List will be provided

PLEASE RETURN CONTRACT BY August 1st

Riverfront Arts Festival 2010 BOOTH CONTRACT

Please read this contract, then sign the front of the contract.

RETURN TO: By Hand

No contracts will be accepted without signature and non-refundable deposit.

Vendor agrees to the following:

- 1) Vendor is not considered to be an employee of WaterFire Columbus, Inc., By Hand, or the City of Columbus and agrees to protect and save WaterFire Columbus, Inc., Promotion One, By Hand, and the City of Columbus harmless from any and all loss, claims cause of action, cost of damages and obligations, financial or otherwise arising from any and all acts of the Vendor, its agents, employees, licensees or invitees, that result in injury to persons or damage to any property.
- 1) Sell to the general public between the hours of 5:00pm – 9:00pm on September 17, 2010; noon-10:00pm on September 18, 2010; and noon – 5:00pm on September 19, 2010 only items approved by the WaterFire Columbus, Inc. at the prices and quantities described in the contract.
- 1) Submit certificate which provides comprehensive general liability coverage including product Liability coverage with at least a single limit of \$250,000.00 per occurrence for bodily injury and Property damage liability naming WaterFire Columbus, INC., Promotions One, Inc., By Hand, and the City of Columbus, as additional insured.
- 1) Due to up front operational expenses, no refunds will be given if the event is cancelled after it Opens due to the weather or other events beyond the control of By Hand.
- 1) Layout of event, including booth locations, is at the discretion of the Riverfront Arts Festival and and is subject to many factors including assisting with crowd spacing, Booth requirements, and city requirements. There is no guarantee of booth location from year to year either stated or implicit.
- 1) The Riverfront Art Festival and all designs produced for the event are copyrighted and may Not be reproduced without the written permission of By Hand.
- 1) Vendor grants permission for the taking of photographs of their booth and booth operations for promotional and news media purposes. Vendor authorizes permission on the behalf of their agents, employees, or volunteers.
- 1) **Vendor is responsible for acquiring all licenses and permits needed to operate a food concession from the City of Columbus.**
- 1) Vendor is required to use **ONLY** By Hand and WaterFire Columbus sponsored products. A list will be provided to all vendors who return application.

Please sign the form on the front to indicate your acceptance of these terms and conditions.

RETURN TO:

By Hand, 1601 W. Fifth Ave, #201, Columbus, Ohio 43212

Please return form by August 1st

Riverfront Arts Festival/WaterFire Columbus 2010

YOU MUST COMPLETE THIS FORM

Electrical Requirements

Please furnish the following information. So that we may properly meet your electrical needs and make your installation as easy as possible

Concession: _____
Address _____ City _____ ST _____
Phone Number _____ Fax _____
Contact Person _____ Email _____

Each Vendor will be furnished 1 – 20 Amp 120 Volt hook up. This is included in your contract.

Additional Electrical Outlets: (Note three phase is not available) Complete this avoid day of problems

20 Amp 120 Volt single phase receptacle	_____ @ \$ 75 ea.	_____
30 Amp 120 Volt single phase receptacle	_____ @ \$ 95 ea.	_____
30 Amp 120/240 Volt Hook up (NEMA #L21-30P) or (Hubbell #2811)	_____ @ \$110 ea	_____
50 Amp 120/240 Volt Hook up (NEMA #14-50P) or (Hubbell 9481c or 9452c)	_____ @ \$160 ea	_____
60 Amp 120/240 Volt Hook Up	_____ @ \$225 ea	_____
120 Amp 120/240 Volt Hook Up	_____ @ \$300 ea	_____

Please sketch the plug or list the NEMA# of any special plugs you will be using

Acme's standard equipment utilizes the plugs below. You may plug your own equipment in at any time if you have these plugs NEMA 14-50 & L21-30P

Electrical devices (please list the appliances that will require power) Use back of sheet if necessary

Appliance	Amps	or	Watts	Voltage
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Set up information

_____ Concessions Trailer	What Amperage _____	What Voltage _____
_____ Your Own Tent	What Size _____	(Must be Fire Proof Tent)
_____ Event Supplied tent	What Size _____	
_____ Push Cart	Power Needed? Yes No	What Amperage _____ What Voltage _____
_____ Custom Built Booth	What Size _____	

Will you be supplying your own electrical panel(circle? Yes **No**

If yes, how many Amps _____

(please remember to furnish 100 ft of properly sized feeder cable to Panel Amps)

Refer Electrical questions to SPRINGFIELD ACME ELECTRIC CO, PO Box 63 Springfield OH 45501

Pat McCrudy

937-325-5533 800-841-4214 937-325-5534 Fax

RETURN THIS FORM WITH YOUR VENDOR CONTRACT TO BY HAND