

PROVIDENCE CITY SAUERKRAUT DAYS VENDOR INSTRUCTIONS
AUGUST 20, 2022

Thank you for your interest in Sauerkraut Days! The following guidelines must be followed by ALL participants.

TO APPLY:

1. Identify what type of vendor for which you qualify according to the list below. You will be required to indicate your vendor category on the application.

- Farmers Market Vendor: Items that are grown, made, or produced in Providence.
- Food Vendor: "At event" dining options.
- Event Service Vendor: "At event" services (face painting, balloon making, etc.).
- Non Service Vendor: providing info that can be applied outside of the event (insurance, healthcare, real estate, etc.).
- Retail Vendor: Items that can be purchased at the festival, non-local).

2. All Vendors: Fill out and mail the enclosed application with a check made out to Providence City for the amount specified. You may also apply at the Providence City Office. The deadline to register is August 1, 2022. However, booths may be filled before this date. If mailing payment, it must be received by the office by August 15, 2022. All fees are non-refundable.

3. All Vendors: Your application is NOT considered complete unless it includes a total list of items you wish to sell. Food vendors enclose a full menu. To prevent duplication, please DO NOT add any items to your list once your itemized list has been accepted. No exceptions.

4. Vendors using a Truck or Trailer: Your application is not considered complete unless it includes FULL measurements of your truck or trailer; A) Length, including hitch, B) width, and C) height. If your measurements change after your application has been accepted, you will have to re-apply with current measurements. If measurements are not accurate when you arrive on site or are different than what you submitted on your application, your application can be revoked or your booth location/number changed.

5. All Vendors: Your booth space will not be reserved until payment has been received. You can pay in person at the Providence City office, or via mail using the mailing address provided on the following page. Make checks payable to Providence City: Memo Sauerkraut Days.

6. The first 5 Providence based businesses will receive a full refund for booth fee after the event if they choose to participate.

All applications will be reviewed on a **first come, first serve basis**. Duplicate items may be denied and your payment returned to you. We will have your menu/goods/services in mind when placing you. You will receive your booth assignment one week prior to the celebration. Providence City has the right to change the booth assignments as needed. All vendors must stay at their assigned booth. We do not allow roaming vendors. Thank you for supporting these changes. If you need water, please take note of the location of the access points on the map. Water must be carried to and from stations. There are no direct water hose connections available. We do not supply tables or chairs. Be prepared with your own if needed.

VENDOR SCHEDULE:

DATE: Saturday, August 20, 2022

LOCATION: Zollinger Park 35 N 200 W, Providence, UT 84332

SET UP/TAKE DOWN: Set-up time: Saturday, August 20th: 8:00-10:00 am

YOU WILL BE ASSIGNED A SPECIFIC TIME WITHIN THIS TIME FRAME, ALONG WITH YOUR BOOTH #, ONE WEEK PRIOR TO THE EVENT

Take down/clean up: Saturday, August 20th 10:00 pm

ADDITIONAL INFO: There will be NO VEHICLES ALLOWED on the grass after 10:00am on Saturday. After 10:00 am, you will need to carry everything in on foot.

VENDOR FEES:

- Each space is 10'X10'. IF YOU REQUIRE A SPACE LARGER THAN 10'X10', YOU WILL NEED TO PURCHASE A SECOND SPACE.
- All fees are non-refundable unless it is determined that your booth will be a duplication of a previously registered entry.

First 5 Providence Registered Business: \$100 Refundable after event if you participate.

Vendor Fee: \$100

ALL VENDORS MUST HAVE THE FOLLOWING ITEMS IN PLACE:

Food Booths:

1. An approved application complete with total, accurate truck or trailer measurements as well as a complete list of menu items offered. Only items which have been approved for sale will be allowed.
2. At least one person with a food handler's permit present at all times in the booth.
3. A temporary food establishment permit.
4. Sanitizing solutions and processes as prescribed by the Health Department and CDC.
5. A dumpster will be available for use. If dumping grease, it must be contained.

6. Bring a generator if possible. Access to electricity may be limited.

Non-Food Booths & Activities:

1. An approved application with a complete list of items/services offered. Only items which have been approved for sale will be allowed.
2. Sanitizing solutions and processes as prescribed by the Health Department and CDC.

If any of the above guidelines are not adhered to, we reserve the right to revoke participation without refund.

Please email Lev Siporin at siporinlev@gmail.com with any questions. You may also contact providencesauerkrautdays@gmail.com.

MAIL APPLICATION TO:
PROVIDENCE SAUERKRAUT DAYS
City Hall
164 N. Gateway Dr.
Providence, Utah 84332

Vendor Application - Providence City Sauerkraut Days August 20, 2022
Applications due by June 10, 2022

Business Name/Organization: _____

Contact Person: _____

Type of Vendor/Category (Please refer to "Vendor Types" page): _____

Street Address: _____

Email: _____ Phone: _____

Providence Business License # _____

Items you wish to sell or description of activity/service (you may attach a separate list if needed): _____

_____x_____ (If larger than 10X10 you will need to pay for an additional 10X10 space)

I need a _____x_____ space for my activity/service. (If larger than 10X10 you will need to pay for additional space. Additional space will not be reserved until payment is received.

VENDOR FEES:

11:00am thru 10:00pm

TOTAL FEES:

General Booth Fees:

(Circle One)

10X10=\$100

10X20=\$200

Total Fees:

Cash / Card / Check # _____

By signing below I am stating that I have read all of the above information, I have listed all information fully and accurately, and I agree to the terms and conditions.

Signature _____

Date _____