



P.O. Box 5009 Bella Vista, AR 72714

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www.bellavistafestival.org

Show Dates: OCTOBER 18-20, 2012

FESTIVAL POLICIES FOR FOOD VENDORS

1. **NEW Food Vendors** should complete the Food Vendor application and include a photo of the vending stand or trailer. Please include a full range of food items, but the Festival will not duplicate items.
2. **CURRENT Food Vendors:** To reserve the same space for next year, your application form and fee must be submitted to the Festival office by the last day of the current Festival. Please update your menu whenever you have changes in order to prevent duplication between vendors. Please make sure ALL your information on the form is correct.
3. **Cancellation:** Cancellations made before July 1 will receive a 50% refund. No refunds thereafter.
4. **Fees, Commission, and Sales Tax:** Space fee of \$165.00 is due upon acceptance of your application.
5. **Check In:** We would prefer that all Food Vendors check in and set up on **Tuesday before 6 PM. Please call us at the office number above if you will not be able to check in Tuesday.** This allows big rigs plenty of room to maneuver into space without other exhibitors in the area.
6. **Festival Hours:** 8 AM to 5 PM daily. Please be ready to serve by 8AM and continue to serve until closing each day. Breakfast vendors should be ready by 7:00 AM so the exhibitors can partake of your scrumptious offerings. We have advertised that they can get breakfast on site.
7. **Vehicles in Food Vendor Area:** Only one trailer or truck used **for storage** purposes is allowed behind vendor booths (trailers). Cars, trucks, etc. that are not specifically used for storage of food must be parked in Exhibitor Parking areas. No vehicles or delivery trucks are allowed in the Festival area after 7:30 AM during the Festival. Please do not try to bring any vehicles into the food vendor area until AFTER 5:30 PM on Saturday.
8. **Disposal of Grease and Oils:** Please remove all grease and oils from our site and dispose of elsewhere. Please take with you when you leave. If you leave rubbish and/or oil when you leave, we will not be welcoming you back the next year.
9. **Rubbish and Recycling:** Please dispose of all rubbish in the provided containers. All cardboard must be broken down and placed in the recycling containers behind the Festival office.
10. **Gray Water only down our disposal drains, please.**
11. **Security:** Night security is provided by the Festival. **The Village Art Club, which sponsors the Festival, is not responsible for lost or stolen articles.**
12. **Pets** are not allowed on the Festival Site, except for service animals.
13. The application and its acceptance constitute a contract to use an assigned space. The Festival Committee has the right to re-assign or change any space, if required
14. Each vendor must have all the insurance and permits required. The state will be onsite to inspect.
15. Spaces are not transferable by vendors. Any vendor who buys another vendor's equipment must apply as a new vendor.
16. We reserve the right to deny space without a refund to any vendor in violation of any of these Policies.

Liability: In consideration of the acceptance of the right to participate, exhibitors by signature on the Festival application, release and discharge Bella Festival Arts and Crafts Festival and the Village Art Club,, Bella Vista POA, the land owner, the City of Bella Vista, Benton County and their officers, directors, employees, agents, representatives, and anyone else connected with management or presentation of the Bella Vista Arts and Crafts Festival of and from any and all known and unknown damages, injuries, losses, judgments, and/or claims from any cause whatsoever that may be suffered by an exhibitor or any person affiliated with the exhibitor and their booth.