



2019 ARTALICIOUS FINE ARTS FAIR
ADRIAN, MICHIGAN
September 20 & 21, 2019
www.artalicious.org

Food Vendor Contract

Date & Hours:

Friday, September 20, 2019 4:00 pm – 8:00 pm
Saturday, September 21, 2019 10:00 am – 7:00 pm

Signed contract and fee deadline – **August 1, 2019**

This agreement is between the Artalicious Fine Arts Fair and

_____, hereafter known as "Vendor".

Vendor Name

The undersigned Vendor, in consideration for having a booth/concession at the 2019 Artalicious Fair, agrees to pay the fair \$250.00 per space and further agrees to the following terms and conditions:

1. All space fees of \$250.00 are non-refundable. Vendor shall keep its area clean and free of trash, and adjacent trash barrels shall be dumped when needed into the Fair's dumpster. Upon leaving Saturday evening Vendor shall remove and properly dispose of all rubbish, trash and discarded materials, including food and grease. Vendor is responsible for bringing appropriate containers for disposal and removal of such disposables. ALL GREASE MUST BE PROPERLY DISCARDED AND REMOVED FROM THE FAIR GROUNDS BY THE VENDOR AND NOT INTO THE FAIR'S DUMPSTER.
2. Space to be rented will specifically fit your food wagon/cart.
3. Priority in location of leased space shall be given to those vendors in their respective area in the order that they return signed contracts with payment.
4. Booth/Concession setup must be completed between 6:00 pm – 10:00 pm on, Thursday, September 19th **or** 7:30 am – 9:00 am on Friday, September 20th. Booth/trailer and all supplies must be removed by 12:00 am Sunday, September 22, 2019.
5. The Artalicious Committee reserves the right to prohibit and remove the exhibit and/or sale of items that are not in keeping with the family nature of the event and which offend the moral standards of the community or are found to be causing a nuisance or disturbance by selling them at the Fair. Similarly, no unethical or unlawful practice will be tolerated.
6. Vendor is responsible for securing its own property during the Fair. The Artalicious Committee assumes no responsibility for the security of the Vendor's property and the Vendor agrees to hold the Fair, the City of Adrian, MI, and the Lenawee Community Foundation harmless for any loss or damage of property.



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7. All items for sale must be conspicuously priced on signs for the food items and on signs near the individual items of merchandise.
8. No alcoholic beverages may be consumed by the Vendor or their workers during their working hours.
9. No smoking is allowed in the concession units due to fire and health department regulations.
10. All persons, companies or organizations renting booth/concession space do so as independent contractors and not as employees or agents of the Fair or its management herein, and as such assume all responsibility for withholding taxes, Social Security, State taxes, Public liability and Worker's Compensation Insurance and also assume responsibility for insurance coverage to, from and during the Fair and for accident or injury to himself, his employees, and/or his equipment.
11. Vendor may receive deliveries during Fair hours, but deliveries may not interfere with the conduct of the Fair.
12. Every booth shall have a fire extinguisher designed for electrical fires and if the booth is preparing or heating food it must also have a fire extinguisher designed for grease fires. You must provide all proper extinguishers.
13. Three wire, grounded electrical extension cords of wire gauge adequate for your electrical appliance usage must be provided by Vendor. **(Minimum 100' long)**
14. Vendors shall have at least one person running the booth at all times. Persons who are running a booth alone may only leave their booth to use the restroom. Abuse of this rule will result in removal of your booth and forfeiture of your fees.
15. Vendor shall submit with this contract proof of the following insurance coverages effective for the above date in the form of a Certificate of Liability Insurance.
 - a. Liability coverage of not less than \$1,000,000.00
 - b. Worker's Compensation, if available
 - c. It must list as an additional insured party and certificate holder Artalicious Fine Arts Fair, the City of Adrian, MI, and the Lenawee Community Foundation.

Under description of...make sure the Fair, City of Adrian, MI, and The Lenawee Community Foundation are listed as additional insured and the dates September 19-22, 2019 are listed. Where it says "CERTIFICATE HOLDER" it must say:

ADDITIONAL INSURED:

Artalicious Fine Arts Fair
PO Box 685
Adrian, MI 49221

City of Adrian
135 East Maumee Street
Adrian, MI 49221

Lenawee Community Foundation
606 N. Evans Street
Tecumseh, MI 49286



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Please make sure your insurance company understands our requirements because you will not be allowed to set up without the properly filled out certificate.

16. Each Vendor must provide with this contract copies of all necessary licenses/permits, including, but not limited to the following:

- a. A copy of your Michigan Sales Tax License, as you are responsible for paying the 6% sales tax to the State.
- b. A Michigan Health Department Food License is required prior to the start of the Fair if you are selling foods prepared at the Fair.

17. Vendor agrees to keep the required insurance coverage and licenses active during the duration of the above stated dates and displayed in their booths at all times during the Fair.

18. Vendor supplies all set up needs such as tables, canopy, lights, proper extension cords, etc.

Please fill out the following information, retaining one copy of this contract for your records.

Return the following by August 1, 2019 to: **Artalicious Fine Arts Fair**
PO Box 685
Adrian, MI 49221

- Signed Contract
- Check (Please make checks payable to: **'Lenawee Community Foundation, with a notation that it's for the Artalicious Fine Arts Fair'**)
- Certificate of Liability Insurance
- Copies of Michigan Sales Tax License and Health Department License



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Name of Business

Address

City

State

Zip Code

Primary Contact *[First & Last Name]*

Phone Number *[Cell & Home/Work]*

Email Address

Trailer Size *[Attach picture for reference]*: _____ Amt. Enclosed \$ _____

Description of Food for Sale:

With my signature below, I certify that I have read, understand and agree to abide by the above stated rules and that said rules are part of my vendor contract as fully set forth herein. I realize that failure to comply may result in my being asked to leave during the Fair and that I would forfeit all fees.

SIGNATURE: _____ DATE: _____