



**WATERFIRE**  
SHARON  
PENNSYLVANIA

# WATERFIRE SHARON

Be a part of the region's newest and most creative arts event series!

## Food Vendor Application & Guidelines

July 19, August 23 and September 27, 2014

Contact Name (Last) \_\_\_\_\_ (First) \_\_\_\_\_

Name of Organization or Business \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Federal Tax ID Number \_\_\_\_\_

Non-Profit EIN \_\_\_\_\_

**The following food items will be sold in this vendor space.**

**Maximum of 6 items (please be very specific):**

1 \_\_\_\_\_ 2 \_\_\_\_\_

3 \_\_\_\_\_ 4 \_\_\_\_\_

5 \_\_\_\_\_ 6 \_\_\_\_\_

WaterFire Sharon will permit only items listed for sale on this application; nothing without prior approval will be accepted.

Additional Comments: \_\_\_\_\_

**Please send fully filled out application to:**

- **Address:** WaterFire Sharon  
c/o Shenango Valley Foundation  
7 West State St. Suite 301  
Sharon, Pa 16146
- **Fax:** 724-983-9044
- **Scan E-Mail to:** [info@waterfiresharonpa.org](mailto:info@waterfiresharonpa.org)
- Upon receipt of your application it will be reviewed and acknowledged within 10 business days.
- Upon acceptance please forward security deposit and payment in full to:

**Remit payment to: WaterFire Sharon  
c/o Shenango Valley Foundation  
7 West State St. Suite 301  
Sharon, Pa 16146**

**Official Use Only**

Received \_\_\_\_\_ Date \_\_\_\_\_

Communication \_\_\_\_\_

Approved \_\_\_\_\_ Date \_\_\_\_\_



# Non-Profit & Concession Vendors Layout

July 19, August 23 and September 27, 2014

## Select Type of Food Vendor:

### Trailer

Front Footage \_\_\_\_\_

Depth \_\_\_\_\_

Other \_\_\_\_\_

### Tent-Based Vendor (picture of tent must be attached)

10 X 10 Tent \_\_\_\_\_

10 X 20 tent \_\_\_\_\_

Other \_\_\_\_\_ (please indicate size)

### Food Truck

Front Footage \_\_\_\_\_

Depth \_\_\_\_\_

Other \_\_\_\_\_

## Non-Profit & Concession Fees Structure

July 19, August 23 and September 27, 2014

### July 19<sup>th</sup>, 2014

Rental Space (front footage 15ft) \_\_\_\_\_ x \$200.00 = \_\_\_\_\_

Rental Space Non-Profit (front footage 10ft) \_\_\_\_\_ x \$100.00 = \_\_\_\_\_

Electricity (individual spaces needed) \_\_\_\_\_ x \$50.00 = \_\_\_\_\_

**Total Due for July 19<sup>th</sup>, 2014** \_\_\_\_\_

### August 23<sup>rd</sup>, 2014

Rental Space (front footage 15t) \_\_\_\_\_ x \$200.00 = \_\_\_\_\_

Rental Space Non-Profit (front footage 10ft) \_\_\_\_\_ x \$100.00 = \_\_\_\_\_

Electricity (individual spaces needed) \_\_\_\_\_ x \$50.00 = \_\_\_\_\_

**Total Due for August 23<sup>rd</sup>, 2014** \_\_\_\_\_

### September 27<sup>th</sup>, 2014

Rental Space (front footage 15ft) \_\_\_\_\_ x \$200.00 = \_\_\_\_\_

Rental Space Non-Profit (front footage 10ft) \_\_\_\_\_ x \$100.00 = \_\_\_\_\_

Electricity (individual spaces needed) \_\_\_\_\_ x \$50.00 = \_\_\_\_\_

**Total Due for September 27<sup>th</sup>, 2014** \_\_\_\_\_

**Sub Total for Events** \_\_\_\_\_

**Deduct any Advance Payment Made** \_\_\_\_\_

**Balance Due** \_\_\_\_\_



# Electrical Requirements

July 19, August 23 and September 27, 2014

<b>Electrical needs</b>	<b>YES</b> <input type="checkbox"/>	<b>NO</b> <input type="checkbox"/>			
110 volt, single phase	<input type="checkbox"/>	20-amp	<input type="checkbox"/>	30-amp	<input type="checkbox"/>
220 volt, single phase	<input type="checkbox"/>	30-amp	<input type="checkbox"/>	50-amp	<input type="checkbox"/>
220 volt, three phase	<input type="checkbox"/>	50-amp	<input type="checkbox"/>	100-amp	<input type="checkbox"/>
<b>We will provide our own generator</b>	<b>YES</b> <input type="checkbox"/>	<b>NO</b> <input type="checkbox"/>			

*By signing below, you fully understand and accept the terms and conditions listed on the following page.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# WATERFIRE SHARON

Be a part of the region's newest and most creative arts event series!

**Welcome to WaterFire Sharon; we are pleased and grateful for your interest in becoming a part of the event(s). We hope you enjoy the event(s) and wish you success during WaterFire.**

Food vendors wishing to apply to WaterFire Sharon must submit the attached application. In order to avoid duplication of food service; all vendors must indicate on the application form all types of food and drink to be sold. No food vendor will be permitted to deviate from the sale of the type of food and drinks listed on the application form without the prior written approval of WaterFire Sharon.

No vendor will have exclusivity; competing vendor products will be permitted up to two per type. WaterFire Sharon will not place vendors with identical product types in the same location.

Applications will be approved on a first-come first-serve basis. Electricity availability is limited, and spots will be filled as applications are received and approved. Vendors applying after the deadline will be accepted if space is available and if food being vended is not already represented. Vending locations will be assigned once full payment, security deposit, and insurance certificate is received.

## **Restrictions and Covenants:**

- WaterFire Sharon is under contract with Pepsi Cola as an exclusive beverage sponsor, which includes all soda, water, and juices. Vendors will not be permitted to sell any non-approved drinks of any kind. WaterFire Sharon will be the sole seller of all soda, water, and juices.
- All vendor booths must submit to a safety inspection during event hours. Vendors must abide by the Department of Health Food Safety regulations.
- Menu items will be restricted to approved items. Failure to adhere to this requirement will result in being asked to vacate the premises with no refund of fees paid. Vendors must provide their own menu which must be affixed to the outside of the booth.
- All Vendor sales are limited to the space indicated on the application and designated by WaterFire Sharon. No sales will be permitted in any other WaterFire event location.
- WaterFire Sharon is not responsible for theft or damage that may occur during event activities. Please do not leave vending area unattended.
- A security deposit of \$50.00 is required. This deposit will be returned after the event and once the vending area has been inspected for cleanliness.

## **Food Vendor Will Provide:**

- Insurance – All food vendors must provide a certification of insurance naming WaterFire Sharon, the City of Sharon and the Community Foundation of Western PA & Eastern Ohio as additional insured in an amount no less than \$250,000 for property damages and \$1,000,000 for liability.
- A fire extinguisher if using fryer, grill or other such cooking devices.
- All necessary electric hook-up cords if contracted for electricity.

## **Vending Times:**

Vending areas will be available for set-up Friday evening after 6:00 p.m. Vendors must remain open from 11:00 a.m. through 11:00 p.m. (if breached security deposit will be forfeited). Vendors will be given access to WaterFire vending areas for loading and unloading. A parking area will be provided. All booths must be set-up by 10:00 a.m. All vending areas must be vacated by 2:00 a.m. Sunday.

Event day check-in begins at 7:00 a.m. to 10:00 a.m. A photo ID is required at that time. Booth numbers and other materials will be distributed at check-in. Please locate your booth area as quickly and as safely as possible. Once you have unloaded you must move your vehicle to the designated parking lot and then set-up at your leisure.