FOOD VENDOR APPLICATION FORM
2015 SUNDAYS IN THE PARK CONCERTS

NAME OF ORGANIZATION ____________________________________________
CONTACT PERSON(S) _____________________________________________
ADDRESS _______________________________________________________
CITY________ STATE____ ZIP________ PHONE NUMBER(S)______________
FAX NUMBER________________________ E-MAIL________________________

PLEASE LIST ITEMS TO BE SOLD ALONG WITH PRICES:
(be specific; attach a separate sheet if needed) Items not listed CANNOT be sold without prior
approval.

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WE ARE/I AM INTERESTED IN SELLING CONCESSION ITEMS ON THE FOLLOWING CONCERT
DATES: (Please check all that apply)

___ June 14 Tommy Castro & The Painkillers
___ June 28 Frobeck
___ July 12 The Suffers
___ July 26 Tuba Skinny
___ August 16 Double Standyrd & Top Shelf
___ August 23 Jack Mack & The Heart Attack

FOOD VENDOR FEES: Businesses: $65 per concert
Non Profits: $40 per concert

Do you need electricity? ___Yes___No

Payment of booth fees may be made in Cash, Visa, MasterCard, Personal Check, Money Order or by
Cashier’s Check. Checks are to be made payable to the City of Ukiah, 411 W Clay St., Ukiah, CA 95482.
No Refunds will be issued.

Complete the reverse side ….. ⇒ Complete the reverse side….. ⇒ Complete the reverse side….. ⇒

For Office Use
APPROVED: ___Yes ___No
Date Received ______________________ Fees Paid ______________________
Insurance Certificate __________________________ Endorsement ______________________
Food Permit __________________________ Notes ______________________

90000000 23226
FOOD VENDORS AGREE TO THE FOLLOWING:

1. Submit a completed City of Ukiah Food Vendor Application with booth fee one week prior to the concert(s) you will be participating at.

2. Follow all local, state and federal laws, regulations, and guidelines for food and beverage service and handling and any other laws governing this type of activity including but not limited to receiving a temporary food facility permit from the County of Mendocino Environmental Health Division.

3. Provide the City of Ukiah with a Certificate of Insurance and Additional Insured Endorsement naming the City of Ukiah as additionally insured in the amount of $1,000,000 (one million dollars). Samples will be provided upon request.

4. Provide your own extension cord(s). There are a limited number of electrical outlets available that will be assigned on a first come, first served basis. Please indicate if power is needed.

5. Provide a menu of your items with prices on your booth and clearly visible to the consumer.

6. Provide your own tables, chairs, and shade (optional). Tables and chairs will not be provided.

7. The hours for setting up equipment are 2 pm to 5 pm. Be set up and ready to serve concert attendees by 5:30 pm. Vehicles must be out of the park by 5 pm. Each concessionaire will receive a 10ft x 10ft area. Do not move from assigned locations. Due to limited parking, only 2 parking spaces per vendor will be available in the designated “vendor parking” area.

8. Keep your booth and surrounding area clean throughout the event and perform a final clean-up of the area upon departing. Use the dumpster or pack your garbage out.

9. Water outlets are limited. Bring drinking water if possible.

10. Wind and weather is unpredictable. Although extremely warm in the afternoon, it may get very cold in the evening.

11. The City of Ukiah has procedures and policies for conducting business within the City limits. All sellers must have a valid sellers permit and/or business license as applicable.

12. The undersigned and the organization he/she represents (“applicant”) shall fully indemnify, defend and hold harmless the City of Ukiah, and its officers, employees and agents (collectively, the “City”) against any expense or liability in connection with a claim for damages against the City (“claim”) which arises out of applicant’s use of a booth at a Sundays in the Park concert at Todd Grove Park. Applicant will pay all costs incurred by City or required to defend City against any claim, including, but not limited to, court-related fees, litigation expenses, and the fees of attorneys, experts, expert witnesses and consultants. Applicant will pay the full amount of any settlement of a claim by the City or judgment against the City resulting from a claim.

Vendor Applications with the required fees will be accepted starting on May 1, 2015.

Due to lack of space and other criteria, some applications will be denied. In order to limit competition among concessionaires, modifications to menus may be requested. For further information on the selection process, contact Kellie McNerney in the Community Services Department at 463-6231.

WE/I HAVE ENCLOSED MY CHECK IN THE AMOUNT OF $ I UNDERSTAND THAT IF I AM NOT SELECTED TO PARTICIPATE, OUR/MY FEE(S) WILL BE RETURNED IMMEDIATELY. THE CITY OF UKIAH RESERVES THE RIGHT TO REJECT AN APPROVED BOOTH IF THE APPLICANT(S) DO (ES) NOT MEET THE PROVISIONS OUTLINED ABOVE AND/OR ANY PROVISIONS ISSUED AT A LATER DATE BY THE COMMUNITY SERVICES DEPARTMENT.

SIGNATURE ___________________________ DATE __________________

Food Voucher Program: Please read carefully

WE/I WILL PARTICIPATE IN THE FOOD VOUCHER PROGRAM FOR THE CITY OF UKIAH EMPLOYEES/VOLUNTEERS. We/I will keep accurate records of all voucher concessions. We/I will submit a voucher reimbursement invoice and a W-9 no later than September 4, 2015. In the event that I do not submit our/my voucher reimbursement invoice, I acknowledge that the City of Ukiah is not obligated to pay my voucher reimbursement invoice.

SIGNATURE ___________________________ DATE __________________