



# United Maine Craftsmen, Inc.

16 Old Winthrop Road, Suite 2

Manchester, ME 04351

207-621-2818 fax 207-621-1945

## 42nd Annual Cumberland Craft Show

August 11-12-13-14, 2011

### Food Concession Application

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Maine Seller's Certificate # (Sales Tax): \_\_\_\_\_

Maine Dept. of Agriculture Mobile Eating Establishment ID (copy required): \_\_\_\_\_

Size of Space including awning and hitch if not detachable:

Length: \_\_\_\_\_ Depth: \_\_\_\_\_

Please list all equipment that you will be using: \_\_\_\_\_

Electricity: \$25 **per day** for 220 \_\_\_\_\_

\$5 **per day** for 110 \_\_\_\_\_

Total \_\_\_\_\_

All food vendors must specify menus and prices in advance and once accepted, adhere to the UMC menu confirmation. Please list entire menu with prices:

**Please Note:** Electricity and water are provided at the fairgrounds but the Food Vendor must provide their own hoses, cords and equipment for hookups.

## **2011 Food Vendor Policy**

**Set-up:** Food Vendors will be allowed to set-up 11 am - 7 pm on Wednesday, August 10, 2011. However, we will request some of the larger units to set up on Tuesday August 9<sup>th</sup> 1pm – 5pm, in order to alleviate the congestion during crafter set up, on Wednesday. You will be notified prior to the event if this applies to you. No vehicles will be allowed onto the fairgrounds after 7 pm. Please specify set-up time on application so the electrician will be available for hook-up.

**Payment:** United Maine Craftsmen, Inc. (UMC) requires payment of **17% of gross sales** from all Food Vendors. This payment will be made in a **deposit of \$300.00 due with the application**. The remaining amount will be due by 5 PM on Sunday August 14<sup>th</sup> along with a daily record of the Food Vendor's gross receipts.

**Electricity:** The Cumberland Farmer's Club requires that their electrician be present to hook up and disconnect the electricity of each Food Vendor. The fee for electricity is **\$25.00 per day for 220 and \$5 per plug per day for 110.** This fee must accompany the deposit with the application.

**Permits & Licenses:** Food Vendors must comply with all local and state regulations governing the preparation and sale of food. The town must approve your application before you are allowed to set up.

**Food Vendors Insurance:** All Food Vendors must carry insurance. **United Maine Craftsmen needs to be named as additionally insured on the binder.** Copies of insurance binders must be mailed to UMC by June 1, 2011. Failure to submit this binder on time will result in loss of deposit.

**Smoking, Drinking & Animals:** The Cumberland Farmer's Club and state law prohibits smoking and alcoholic beverages from the fairgrounds at any time. The Cumberland Farmer's Club further prohibits animals on the fairgrounds, including the camping area, at any time.

**Menus:** Food Vendors must specify menus and prices in advance and, once accepted, adhere to the UMC Menu & Price Confirmation. **All menus are subject to UMC final approval.**

**Display Appearance:** All displays must be neat in appearance. You must provide your own complete display set-up, tables, etc. Tables must be covered to the floor/ground on all sides. Please use only the space for which you have applied, including canopies, overhangs, etc. Food Vendors must keep the area around the food booth clean at all times. Food Vendors are required to remove all their trash, including booth materials and deposit it in the designated dumpsters.

**Parking & Vehicle Movement:** Food Vendors may park vehicles inside the fairgrounds in UMC designated parking areas. **All vehicles must be parked by 8:30 am each morning before the show begins and must not be moved until 30 minutes after the show has closed.** Any replenishing of food to the booth must be done by handcarts or carrying between the hours of 8:30 am to 5:30 pm. Any violation of this policy will result in the loss of access inside the fairgrounds for the remainder of the show. This applies to any outside vendors who may supply products to the Food Vendor as well.

**Badges:** UMC will provide 5 Vendor badges to workers in each food booth. These badges must be worn at all times, or access to the fairgrounds will be denied. Strict adherence to this policy will be enforced.

**Camping:** If you would like to camp in the fairground camping area please contact Laurie in UMC office for a form. 207-621-2818 [info@unitedmainecraftsmen.com](mailto:info@unitedmainecraftsmen.com). **There will be no camping or sleeping in the Concession Area.**

## **Management Rights**

UMC reserves the right to determine whether or not a particular product or item is inappropriate for sale and, based on that right, may direct that or any such product or item to be removed from the premises.

UMC further reserves the right to remove any vendor who does not comply with UMC and/or the Town of Cumberland and/or the State of Maine Policies, Rules, Regulations, Bylaws or Statutes.

UMC reserves the right to remove any vehicles, carts, trailers or other non-essential equipment from the vendor area at the vendor's expense.

## **Agreement:**

I have read all of the above policies and agree to abide by them as condition of participation. I understand that once accepted, all fees and deposits are non-refundable. I also understand that United Maine Craftsmen Inc., The Cumberland Farmers Club, and The Town of Cumberland are not liable for any damage, theft or injury.

If accepted, a signed copy of this agreement will be returned to you along with a UMC Menu & Price Confirmation. If not accepted, your fee will be returned to you with an explanation why you were not accepted into the show.

Acceptance of the contract is contingent upon approval by the Town of Cumberland and the receipt of an insurance binder naming United Maine Craftsmen, Inc. as an additional insured.

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

Show Director Acceptance Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***Applications must be completely filled out and returned, along with:***

- ***\$300 deposit plus electricity - check made payable to: United Maine Craftsmen, Inc. (or Credit Card Authorization form)***
- ***Copy of your state food license***
- ***Town of Cumberland Application of Victualer's License***
- ***Check made payable to Town of Cumberland for license fee***

***Mail signed applications to:***

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