

FOOD VENDOR REGISTRATION FORM

GermanFest Market Platz --- Sat., Sept. 30, 2023 | Held Rain or Shine

SET UP: FRI @ 5:00 p.m. - 8:00 p.m. -or- SAT @ 7:00 a.m. - 8:00 a.m. | No driveway/loading zone access after this time.

HOURS OF OPERATION: SAT @ 10:00 a.m. - 5:00 p.m. | Special hours may be requested, subject to approval.

TEAR DOWN / EXIT PREMISES: SAT @ 5:30 p.m. - 6:30 p.m.

LOCATION: Otoe County Fairgrounds | GermanFest Headquarters where events happen all day long!

ADDITIONAL CONTRACT TERMS AND CONDITIONS: SEE REVERSE SIDE

FOOD VENDOR SPACE:

Space Needed for Food Truck or Serving Unit: _____ ft. X _____ ft.

FEE: \$50 (This will hold your spot for GermanFest and five vendor wristbands for your employees.)

ENCLOSED

Will you be using a generator (inverter required)? Yes -or- No

Note: Food trucks & serving units must be self-contained. NO electrical or water hook-ups accessible on site.

If requesting special hours, please indicate preferred start/end time: _____

Reason for request: _____

Payment must be included with form to reserve space. Make checks payable to Syracuse Area Chamber.

Mail to: Syracuse Area Chamber, ATTN: GermanFest Food, P.O. Box J, Syracuse, NE 68446

We will accept vendors until space is full. Make a copy for your records. Food vendor spots are limited. Space not guaranteed until you receive a confirmation email from us.

QUESTIONS? Call or Text Nikki at 402-429-9842 | Email us at: germanfest@gmail.com

COMPANY / VENDOR NAME: _____

VENDOR REP: _____ EMAIL: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

DAYTIME PHONE: _____ TEXT: Y N EVENING PHONE: _____ TEXT: Y N MUST

ATTACH MENU OF ALL FOOD AND BEVERAGE ITEMS TO BE SERVED.

SEE REVERSE SIDE FOR MORE DETAILS. GENERAL RELEASE: I (we) the Vendor(s) understand that booth space must be paid in full with registration form. Vendor space is not approved until you receive an email confirmation from us. I (we) the Vendor(s) give permission to use our name(s), business name, photos or images taken in broadcasts, websites, social media, or any appropriate marketing medium. I (we) the Vendor(s) expressly release Syracuse Area Chamber of Commerce, Otoe County Ag Society, City of Syracuse, Syracuse GermanFest, and event volunteers/sponsors/contributors of all liability for injury, theft, damage or loss to persons or property of the Vendor and will not hold said parties liable for refund whatsoever for failure to fulfill this contract, being an act of God, statutes, ordinances or legal authority or any cause beyond its control and hereby agree to the enforcement of all requested rules and regulations of the application and entry rules. Changes concerning GermanFest may be made at the discretion of the Syracuse Area Chamber of Commerce at any time. I agree that all items for sale by this Vendor(s) is deemed appropriate for a family festival and not objectionable or illegal and to abide by all rules, regulations, terms, conditions and the release as stated above and on the reverse side of this form. I (we) the Vendor(s) agree to follow all rules and instructions from GermanFest event staff. I (we) the Vendor(s) understand that the German Fest Committee reserves the right to prohibit the sale of non-approved menu items or items deemed inappropriate for a family festival.

Authorized Vendor Rep Signature: _____ Date: _____ Date Rec: _____

_____ Spot Reserved # _____ Confirm Sent: _____ Special Hours: Approved - Denied (_____) Arrive: FRI - SAT Time: _____

ADDITIONAL TERMS & CONDITIONS FOR FOOD VENDORS

- 1) GermanFest is an annual event that's been held for 30+ years; we promote it extensively through advertising across Nebraska and Southwest Iowa. We are planning for 1400 - 2000 attendees. All food vendor space will be outdoors in a grassy area at our German Fest Headquarters, the Otoe County Fairgrounds near 3rd & Plum Streets in Syracuse, NE. All Saturday GermanFest events will take place here; go to GermanFestNE.com to see a full schedule of events.
- 2) Hours of Operation: Food vendors must be present at the event with adequate staffing to provide the approved menu items on Sat., Sept 30, 2023 from 10:00 a.m. to 5:00 p.m., or during the special hours approved in your email confirmation. Cash drawers must be set-up by the food vendor; change will not be available on site.
- 3) Food vendor spots will be limited; first come, first served with preference given to Syracuse Area Chamber Members, and those who served at GermanFest the previous year. Space is not guaranteed until your fees are paid and we have sent you an email confirming space. Vendors will be accepted until spaces are filled
- 4) Vendor menu must be submitted with registration for review; changes may be required. For the benefit of all food vendors and attendees, we are trying to keep vendors from offering the same food items. Any subsequent menu change requests must also be pre-approved. Vendors will only be allowed to serve the food and/or beverage items that have been pre-approved. No alcoholic beverages may be sold or served by food vendors. The GermanFest Committee reserves the right to prohibit the sale of non-approved menu items or items deemed inappropriate for a family festival.
- 5) Vendor food trucks or serving units must be self-contained; inverter required if generator is used. NO electrical or water hook-ups accessible on site. An approved fire extinguisher and first aid kit must be in the food truck/serving unit at all times. Food truck vendors must provide their own signage that must be professional in appearance. All food vendors must post the name/address/phone number of the owner, operator, permittee or business. This shall be legible and clearly visible to all guests.
- 6) Vendor space will be assigned by our event staff, and vendors are expected to work within that space. No separate sound systems are permitted. Area surrounding food vendors must be kept clean at all times by the Food Vendor. On site trash containers will be provided; vendors must empty containers into the larger trash receptacle. Before leaving, vendors are expected to clean up their area.
- 7) All vendors must provide the following documentation within 3 days of submitting a food vendor registration:
 - A) Sales tax permit: email or text a copy of the vendor's sales tax permit for the State of Nebraska. Syracuse sales tax is 6.5%; vendors are responsible for collecting & remitting sales tax to the Nebraska Department of Revenue.
 - B) Proof of insurance: email or text a copy of the vendor's current Property & Liability Insurance (required). Vendors are responsible for their own staff, food merchandise, equipment, vehicles, supplies and other property at all times. Syracuse Area Chamber of Commerce, Otoe County Ag Society, City of Syracuse, Syracuse GermanFest, and event volunteers/sponsors/contributors are not liable for any injury, theft, damage or loss to persons or property.
 - C) Food permit: vendors must provide a copy of their current food permit. Vendors are expected to follow all retail food code regulations set forth by the State of Nebraska. Vendors must post a current copy of their food permit and comply with any health inspectors and their agents.
- 8) Vendor staff must be neat and clean, preferably in recognizable clothing (ie. matching shirts or aprons). Food staff are not allowed to smoke or eat in the food prep or service areas, or drink alcohol while working. Five (5) vendor bracelets will be provided and need to be worn throughout the day. If you have more than five staff working and need more, let us know. If you plan to return for evening activities, you can receive a 50% discount off your GermanFest gate admission with advance request.
- 9) Refunds only issued if space is not available or if the entire GermanFest event were to be canceled due to unforeseen circumstances. If you change your mind or do not show for any reason, fees for space are forfeited.
- 10) Food vendors must adhere to any Otoe County Covid precautions in effect at the time of the event, and obey all laws.
- 11) No concealed or unconcealed firearms or weapons allowed on event premises.

WE LOOK FORWARD TO SEEING YOU AT GERMANFEST! QUESTIONS? Call or Text Nikki Wenzel (402) 429.9842 or nwenzel99@yahoo.com