



Sweet pea
A Festival of the Arts
 424 E Main St, Ste 203B, Bozeman, MT 59715
 (406) 586-4003 Fax: (406)586-5523

**2024 Sweet Pea Festival
 Food Vendor
 Application Packet
 DUE: June 15th, 2024**

Sweet Pea Festival Food Vendor Application

This application must be filled out in its entirety. Incomplete forms will be returned. Resubmitted forms received after the deadline will be placed on a waiting list. **Vendor food changes from last year will be approved on a first come basis.**

Organization Name: _____ **Non-profit** _____ **For-profit** _____

Contact Person: _____ **Phone #:** _____

E-mail: _____

Address: _____

If you're a for-profit, declare the non-profit you are supporting: _____

Contact person and phone # of that non-profit: _____

If you are a non-profit provide your tax exempt number proving 501c(3) status: _____

Certificate of Liability Insurance listing Sweet Pea, a Festival of the Arts attached? Yes ___ No ___

Certificate proof is Due by July 15; Insurance must be valid through Sunday of Festival. See 'General Information'

Food to be sold

Full Description of Food Items (e.g. Darigold chocolate covered, vanilla ice cream bars). Use additional sheets if necessary.

Main food item for 2024: _____

Is this a change from past years' Main food item? _____

Secondary items: _____

Electrical Requirements, including number of cords and total amperage for entire booth:

Number of cords: _____ Total amperage required (look at tags on appliances): _____

Will you have an open flame BBQ grill on site? _____ If 'YES' please show location on plan required below.

Booth Fee: \$650 per space

Booth Fee for NON-PROFITS: \$400 per space

of Booth Spaces requested: _____ **A single booth space is 10FT x 25FT** (10FT length across the front along Buttonwood.)

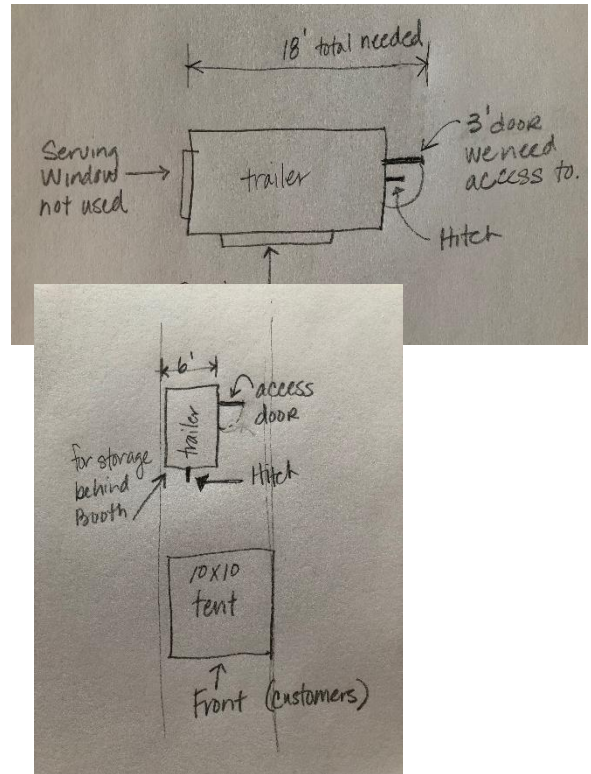
Vendors must request and pay for all 10FT of front space required for your booth set up; please consider selling out of a side window/opening (north or south facing) to allow for the best utilization of the area we have for vendor placement. There will be 10-15FT between vendors which allows ample space for customer service. Contact Jenn with questions.

Please describe and/or draw your booth, the more information the better: this is required for time and placement of booth determined at a later date.

Example 1: Serve from 15' trailer. Looking at the serving window, the hitch would be on the right, facing north; access door over the hitch

Example 2: Tent for serving. We would like a small trailer behind our booth (hook up hitch would be between tent and trailer) for storage and cleaning. Trailer is 8' from hook up to the end, access door on right side if standing at hook up.

Example 3: 15' Food truck including 3' for access door, if seated in the drivers seat the serving window would be over your right shoulder. Exit door at the back of truck (required for service).



Example #2

Explanation/drawing: _____

Wristband Order Form

Every individual attending Sweet Pea is required to have an admissions wristband, including vendors, volunteers, and staff. This policy is strictly enforced during the festival, and no person will be allowed admission to the park without a valid wristband for the current year.

Food vendors may choose one of the two wristband options below to purchase for the people who will be working in their booth. Please read the description of each option closely and choose the one that will work best for you and your staff. Wristband orders that are submitted and paid for with this application will be included in your vendor packet for you to pick up or they can be mailed to you. A wristband should be purchased for EVERY individual working your booth.

OPTION #1 – Food Vendor Wristband -- \$10.00

This option is best for those who are **ONLY** in the park to work at the booth during the festival. This wristband allows the wearer to enter and exit the park to work, make deliveries, make ice runs, etc. throughout the weekend. This wristband is NOT appropriate for family members or others who plan to participate as an attendee at any festival activities or shows (such as children's activities, watching acts on any of the stages, etc.) Those found abusing the privilege and violating the stated use of the Food Vendor wristbands will be asked to leave the festival.

OPTION #2 – 3-Day Pass -- \$30.00 (if purchased before July 1)

The traditional 3-Day Pass wristband, this option is best for those who may only be working for part of the weekend, but wish to enjoy the shows, activities, and artist's market as an attendee.

Please mark the number of each type of wristband you wish to purchase; you may purchase a combination if you need both types of wristbands for your group.

Food Vendor Wristband (MAX 10) _____ wristbands X \$10.00 = \$ _____

3-Day Pass _____ wristbands X \$30.00 = \$ _____

Total for all wristbands: \$ _____

Please include a separate check for wristband payment

Registration Fee Enclosed: _____ (Total booth spaces x \$650 (\$400 for non-profits), plus \$175 fee for grey water/garbage/electric). Make checks payable to 'Sweet Pea'.

****A separate cleaning deposit check in the amount of \$200 is also required.**

All pages of this application packet must be returned with payment to Sweet Pea by June 15th.

If you have questions regarding this application or any of its contents, please contact Jenn McFarland at (406) 599-5151 (please leave message) or email food@sweetpeafestival.org

The undersigned Food Concessionaire and /or its representative has read and fully understands and agrees to comply with all food concession 'General Information' and 'Rules and Regulations'.

By execution of this Application, the undersigned Food Concessionaire and /or its representative and agents release and hold harmless the Sweet Pea Festival of the Arts, its staff, directors and representatives, as well as the City of Bozeman, its employees and representatives, from any claim that is made against or by the undersigned Food Concessionaire as a result of having a booth in Lindley Park during Sweet Pea Festival. The undersigned Food Concessionaire further agrees to indemnify the Sweet Pea Festival of the Arts, as well as the City of Bozeman, for any costs or damages either may suffer as a result of any acts or omissions by the undersigned Food Concessionaire, its principals, agents, representatives, or employees. This indemnification will include not only the damages claimed by any person who suffers a personal injury, or damage to property, but also all court costs and attorney fees incurred by any indemnity. Prior to erection of a food booth in Lindley Park by Food Concessionaire, Food Concessionaire agrees to carefully inspect the area of Vendor's booth for any unforeseen hazards and will also independently verify that any services provided by Sweet Pea or the City of Bozeman for Food Concessionaire's use before during, or after Sweet Pea Festival are safe and appropriate for such use before commencement of actual use. Failure on the part of Food Concessionaire to independently verify that such services are safe and appropriate shall be deemed a waiver of Food Concessionaire's right to maintain an action against Sweet Pea or the City of Bozeman, to the fullest extent allowed by law. The undersigned Food Concessionaire also agrees to comply with food concession rules and regulations.

Name of Organization Representative (please print)

Signature

Organization Name

Date

Representative's phone #

Return completed packet to:

Jenn McFarland – Food Concessions Chair
c/o Sweet Pea Festival
424 E Main St, Ste 203B
Bozeman, MT 59715

PARTICIPANTS ARE RESPONSIBLE FOR MAKING A COPY OF THIS PACKET FOR THEIR ORGANIZATION'S RECORDS.