



HANGOUT MUSIC FESTIVAL FOOD VENDOR APPLICATION

EVENT DATES: May 18-20, 2018 with a potential Kickoff Party on Thursday, the 17th. Only specific vendors/locations may be open on Thursday.

APPLICATION PROCESS: We will accept food vendor applications until all spaces have been filled. We are currently looking for specialty items such as BBQ, Seafood, ethnic menus, etc., and feel that we have covered the basic menu items such as burgers, dogs, corn dogs, gyro, pizza, etc.

This is an application, it does not guarantee acceptance.

You will be notified of your status once we have received the completed application. We will not process your application if it is not completed correctly. Once accepted, you will receive an acceptance letter with a contract and fees due. This packet will provide you with set up information and additional insurance/permit requirements as well.

Applications are due by February 16, 2018 or until all locations have been filled.

BOOTH DESCRIPTION: Please submit pictures with your application. Please note that all vendors will be set up in a 20' x 20' space in a uniformed event tent that you will rent from the event (unless otherwise notified). We will not be contracting concession trailers. However, we welcome food truck applications. **Applications will not be processed without pictures of a booth set up.**

PAYMENTS: Hangout Music Festival will receive 35% commission of Gross Food & Beverage Sales (less taxes). If accepted/contracted all vendors will be required to submit a minimum upfront deposit of \$3000 which will be applied towards the 35% commission (with additional fees, electric, permits, etc) for a 20' x 20' location. Payments are only required with the contract. **Please do not send payment with the application.**

WHAT THE EVENT WILL PROVIDE: Included in your fees for the Festival, unless otherwise stated, is a 20' x 20' approved space for your set up, and water connection. The Vendor will rent the uniformed tent from the Event. The Event shall supply the 20' banner with the Vendors name and menu items (the look/design of this is at the sole discretion of the event). All cooking and serving must be done within this 20' x 20' space. Vendors are responsible for providing all cooking equipment, fire extinguishers, tables, floor covering, etc., and meeting all health/fire department regulations.

MENU CHOICE/SIGNAGE: Please fill out your menu choices. We will do our best to give selected vendors their first choice of menu items, but we cannot guarantee it. We do not want to have numerous vendors selling the same menu items, but we do not offer exclusivity. We will let you know what items you will be allowed to sell. **Signage-**For a

101 E. Beach Blvd., Gulf Shores, AL 36542



professional appearance we will supply the banner and menu boards for all tents. You will not be allowed to hang anything on the outside of the tent.

BEVERAGE POLICY: Food vendors may sell non-alcoholic beverages such as soda and water and they must be purchased through the event. All other drinks must be pre-approved by the Event. No alcoholic beverages can be sold out of your booth at any time. Vendors cannot bring alcoholic beverages onto the site.

ICE: All ice must be purchased through the Event.

Food Service Provider – We will have an exclusive on-site food purveyor. It is mandatory that all vendors purchase all **perishable** food items from our on-site purveyor unless notified otherwise. The food service provider information will be in the Vendor Agreement.

INSURANCE & TAX REQUIREMENTS: All vendors participating in this event must have \$2,000,000 of liability insurance per event. Upon acceptance to the Festival, you will be forwarded additional information regarding insurance requirements for this event. **Tax Requirements**-All vendors must obtain a Festival License from the City of Gulf Shores Revenue Department and Baldwin County. This information will be forwarded with the contract if accepted.

HEALTH PERMITS: If accepted you will receive the health permit application and guidelines for Baldwin County Health Department with your event agreement. The fee for this application shall be submitted with your vendor fee/deposit.

FESTIVAL LICENSE: All vendors are required to obtain a festival license prior to the event with the City of Gulf Shores Revenue Department. The fee for this application and the application will be sent to approved vendors with their event agreement.

SINKS/GREASE/TRASH: All food vendors must provide a 3-bay dish sink and a hand wash sink with hot/cold running water and gray water pump, a ground cover inside their booth/cooking area for the absorption of grease. No food vendor will be allowed to open for business if the ground cover is not in place. No grease or gray water is to be poured onto the ground or in an unapproved drain. Vendors are responsible to collect and bag trash from within your booth space. Dumpster(s) will be provided for disposal of vendor trash.

Information is subject to change and all contracted vendors will receive updates/changes as necessary.

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Please make a copy of these documents for your records. Application is not complete without:

- Signed Application
- A photo(s) of your booth set up

For questions, please contact Al or Wendy at vendor@hangoutmusicfest.com

Please fill out this application completely and return by February 16, 2018:

Company Name _____

Contact Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ Email _____

Website _____

MENU ITEMS & PRICING :

_____	_____
_____	_____
_____	_____
_____	_____

References of large or similar type events:

Other Information:

Signature _____

Printed Name _____ Date _____



Mail or email to:

Hangout Music Festival c/o Concessions Coordinator

20 Hammond Hill Road, Charlton, MA 01507

vendor@thehangout.com

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