



## 2020 Application for Food Vendors

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| Full Name:         |
| Business Name:     |
| Mailing Address:   |
| Phone:             |
| Email Address:     |
| Facebook/ Website: |

**Please indicate which items will be included in your booth**

- |                                     |   |
|-------------------------------------|---|
| <input type="checkbox"/> BBQ        | <input type="checkbox"/> Hotdogs            |
| <input type="checkbox"/> Brats      | <input type="checkbox"/> Ice Cream/ Sherbet |
| <input type="checkbox"/> Breakfast  | <input type="checkbox"/> Roasted Corn       |
| <input type="checkbox"/> Chicken    | <input type="checkbox"/> Sandwiches         |
| <input type="checkbox"/> Coffee     | <input type="checkbox"/> Sno Cones          |
| <input type="checkbox"/> Dessert    | <input type="checkbox"/> Tacos              |
| <input type="checkbox"/> Popcorn    | <input type="checkbox"/> Other: _____       |
| <input type="checkbox"/> Hamburgers |   |

**Description of item(s) to be sold:**

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**Sunflower Fair pricing and specials. Payment and completed application must be received prior to deadline:**

- Early Bird Special of \$65 for the day until April 10th
- Artisan Vendor Fee after April 10th is \$75 for the day. No applications accepted after August 19th.

**To reserve your same location as 2019, please return this completed and signed application with payment by August 1, 2020 to: La Porte Economic Advancement Partnership, 809 Washington Street, La Porte, IN 46350 or email to [angelar@laportepartnership.com](mailto:angelar@laportepartnership.com) and payment submitted over the phone for an additional fee. Please Initial below and sign on the designated space.**

\_\_\_\_By signing this document I am stating that all information provided in this application is correct and that I have read the 2020 Rules & Regulations document and agree to abide by its content.

\_\_\_\_I will conduct myself in a professional manner with respect to my neighbors, volunteers, customers, and the event staff. I fully understand that if the officials of the 2020 Sunflower Fair find fault with my product or conduct, I will correct it or voluntarily leave without refund or incident.

\_\_\_\_I agree to indemnify and hold harmless the La Porte Economic Advancement Partnership and its employees, volunteers, City of La Porte, and private property owners from any loss or liability that may arise as a result from my entry in the Fair.

Signed: \_\_\_\_\_ Date \_\_\_\_\_





## 2020 Rules and Regulations for Food Vendors

A completed and signed application, which is required to be considered for admittance to the 2020 Sunflower Fair, indicates that the vendor has read and agrees to abide by these Rules & Regulations. Please read this document thoroughly before submitting your 2020 Sunflower Fair Application Form.

### **Location & Time: Saturday, September 19, 2020: 8:00 AM- 4:00 PM**

Food Vendors will be assigned booth spaces along Michigan Avenue.

- Vendors are required to be open during these hours.
- The fair is held **rain or shine**. Failure to abide by this requirement may result in ineligibility for future fairs.
- Early Tear down is **NOT** Permitted. The fair closes promptly at 4:00 PM.
- Vehicles must be moved out of fair area by 7:30 AM for the safety of the 5K participants.

### **Set-Up:**

**Set up occurs between 6:00 AND 7:30 AM (CDT) Saturday, September 19th.**

- Finalized booth assignment & set up instructions will be e-mailed September 1, 2020. Vendor vehicles may be parked in any legal street out of the fair area or in the parking lots of Lincoln Elementary School at Harrison & Clay Streets. Handicap Parking is NOT Guaranteed.
- Check in occurs on Jefferson Ave traveling West from Monroe Street. Please be prepared to give your booth #/location and name to a check-in person, and you will be directed to your booth space.

### **Rules & Regulations:**

**Electrical Power is available for food vendors but you are required to bring your own 12 gauge extension cord (100 feet or more).**

- There is no guarantee of exclusivity of your product line.
- You are expected to be present and provide your product the entire time of the fair.
- Dumpsters will be available. Vendors responsible for the cleanup of assigned booth area and disposal of your own trash. Failure to do so will result in a ban for the following years.
- All exhibitors are responsible for collection of their own sales tax.
- Exhibitors are responsible for their own booth set up including tables, chairs and display items. All Items must fit entirely inside the designated 10' x 10' space.
- All vendors selling food must submit a Certificate of Insurance of one million dollars (\$1,000,000) with their application and vendor fee.
- The Certificate of Insurance needs to list the La Porte Economic Advancement Partnership, 809 Washington Street La Porte, IN 46350 as Additional Insured for protection against damages in the event of an injury occurring at the fair or an injury caused by the products the vendor sells at the fair.
- Failure to provide a Certificate of Insurance will prohibit (previously mentioned) vendors from participation in the Sunflower Fair.

### **Refunds:**

Application Fee is nonrefundable.