



City of Greer

# RAILFEST

Saturday, September 30, 2017

Greer City Park, South Carolina

## Food Vendor Application

<b>Food Vendor Info</b>	Restaurant Name: _____
	Physical Address: _____
	City: _____ State: _____ Zipcode: _____
	Mailing Address: _____
	City: _____ State: _____ Zipcode: _____
	Owner: _____ Event Contact: _____
	Phone: _____ Fax: _____
	Email Address: _____
Website: _____	

<b>Entry Fee</b>	<u>The fee for food vendors are as follows:</u>
	<ul style="list-style-type: none"> <li>• \$50.00 which includes one 12'x12' space and two GFI 120 volt outdoor plugs - <b>not included for trucks.</b></li> </ul> <p style="text-align: center;">Make checks payable to: City of Greer. This check will only be deposited upon acceptance. Check for applicants that are not accepted will be shredded immediately.</p>

<b>Menu Items</b>	Menu Item	Menu Item
	1. _____	4. _____
	2. _____	5. _____
	3. _____	6. _____

Please submit application and entry fee check to:

**City of Greer**  
 Attn: Robbie Davis  
 301 East Poinsett Street  
 Greer, SC 29651

If you have any questions please  
 contact Robbie Davis at the  
 City of Greer Events Division:  
 rdavis@cityofgreer.org  
 864-968-7004

## GETTING ACCEPTED

- Applications will be reviewed and approved on by the City of Greer Events Division. All decisions are at the discretion of the events staff.
- Payment must be received no later than 5:00pm on August 30 to hold your space.
- Payments made to reserve a spot are non-refundable if cancelled less than 1 month prior to the event date.
- Failure to show up to event, or failure to indicate in advance that they will be late, may forfeit their space which will also forfeit their fee.

## GENERAL INFORMATION

- The City of Greer RAILFEST is operated in accordance with the statutes of the City of Greer. The following are many of the important terms and conditions governing the leasing of facilities for the purpose of exhibiting and serving at Greer City Park. Please let us know if you have any questions once you have read over the information.

## LOCATION OF EVENT

- The event will take place in the Greer City Park.

## DATE AND TIMES OF EVENT

- Saturday, September 30, 2017 10:00am-2:00pm.
  - ***All vendors are expected to remain totally intact and operational until the end of the scheduled time unless permission is given by events staff.***

## ENTRY FEES

- **The fees for vendors are as follows:**
- **\$50 includes one 12'x12' space and two GFI 120 volt outdoor plugs – not included for trucks**
- Please enclose a check for your Entry Fee with application. This check will only be deposited upon acceptance. Check for applicants that are not accepted will be shredded immediately. **All payments must be received by 5:00pm on August 30.**

## THURSDAY SET-UP

- Arrival
  - Vendors can begin setting up at 8:00am.
  - The “mulch road” off of Jason Street will be closed to incoming vendor traffic starting at 9:00am for the safety of park patrons.
- Vendor Vehicles
  - All vehicles of vendors should only enter the promenade from the “Mulch Road” off of Jason Street.
  - Unload you vehicle and move it out of promenade as soon as you are unloaded. Then, set up your area. Vehicles should be moved from promenade no later than 9:30am to designated areas set by events staff.
- **NO TRAILERS ARE ALLOWED ON PROMENADE.**

## THURSDAY BREAK DOWN

- Vehicle Access
  - A vehicle should NEVER be driven onto the promenade until the Event Staff has officially opened the “Mulch Road” on Jason Street.
- Clean-up
  - Vendors are responsible for leaving their area free of garbage and are responsible for cleanup of any spilled liquids or grease. Failure to follow this policy will give the City of Greer the right to prohibit vendor from selling at any future events.

## RAIN DATE/REFUND

- There is no rain date/location for the City of Greer RAILFEST and NO refunds are guaranteed.

## **MENU**

- All menu items and prices must be submitted to Events Coordinators at time of application submittal. The City Events Coordinators will review ALL menus to limit duplication among participating food vendors. Only the items submitted on the application may be sold unless approval is given by Events Staff.

## **BEVERAGES/DRINKS**

- The selling of alcoholic beverages is strictly prohibited.

## **MONEY HANDLING**

- All Food Vendors will get to keep 100% of all profits.
- Food Vendors must provide their own cash boxes. Vendors are responsible for collecting and safeguarding all money. The City of Greer is not responsible for any lost or stolen money.

## **PAPER PRODUCTS**

- Food Vendors must supply their own paper or plastic plates, bowls, cups, napkins, and utensils required for serving food to customers.

## **DHEC REGULATIONS**

Restaurants/Food Vendors must comply with all DHEC rules and guidelines for this event.

- WASTE WATER: Waste water containers must be used/provided by food vendors. Do not pour waste water down the storm drains or into flower beds.
- Vendors and staff must use soap and flowing water to wash hands. Hand sanitizers can be used, but only as a secondary cleaning action. Use of disposable food handling gloves is recommended.
- Vendors are asked to maintain their booth space clean and free of rubbish. Trash containers are available to dispose of trash.
- Each Vendor is responsible for break down and cleaning his/her own site after event is complete.
- Any vendor with an open flame needs to have 20 pound extinguisher on hand that has a current inspection sticker.
- Any cooking done on site must be done under cover (example: Tent).

## **COOKING WITH GREASE IS STRONGLY PROHIBITED AT THIS EVENT.**

## **ICE**

- Ice will NOT be provided by the City of Greer. It is up to each Food vendor to supply ice.

## **BOOTH ITEMS LIABILITY**

- Items brought on site are done so at the sole risk of the vendor. The City of Greer is not responsible for any loss, damage, or destruction of personal property, equipment, and/or valuables.

## **TAXES**

- Vendors are responsible for complying with local and state tax regulations.

## **INSURANCE**

- Vendors must supply the City of Greer with a certificate of general liability insurance listing the City of Greer as an additional insured for the vendor dates. Any vendor not supplying this document will not be permitted to participate. Coverage must be at least \$1,000,000 general aggregate and \$500,000 each occurrence.

## **BEHAVIOR OF VENDORS**

- Behavior by vendors, their family members or employees that is disruptive, abusive or threatening towards other members; the public or staff members is not prohibited. Behavior that is verbally or physically abusive, dangerous, or disruptive to Event activities also will not be tolerated, and may result in immediate termination or the vendors selling rights.
- Vendor will be held responsible for any and all damage that occurs to City property either by vendor, staff of vendor, or vehicle of vendor.
- Foul or offensive language will not be tolerated at the event. Repeated violation may result in suspension from any future events at the City of Greer.
- No open alcoholic beverages or firearms may be brought onto state property. Vendors and the vendors' associates are not permitted to be intoxicated on site.
- Vendors may not sell or offer any products or literature deemed offensive, or which may incite violence, crime, or disorderly conduct, or promote political viewpoints.
- Smoking will only be permitted in festival designated smoking areas.
- Vendors are responsible for their children and guests at all times.
- Vendor animals may not be present at this event at any time.
- NO HAWKING

## **FOR INFORMATION, PLEASE CONTACT**

Robbie Davis

City of Greer Events Coordinator

301 East Poinsett Street

Greer, SC 29651

(O) 864-968-7004

(F) 864-801-2020

[rdavis@cityofgreer.org](mailto:rdavis@cityofgreer.org)



City of Greer

## RAILFEST

Saturday, September 30, 2017

Greer City Park, South Carolina

## Vendor Agreement

### Informational Vendor Agreement

Please complete and send this agreement form along with your application and payment of fees.

Please be sure that all participants in your booth read the guidelines above.

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

Organization/Business: \_\_\_\_\_

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

\_\_\_\_\_

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

1. I, the undersigned, have read all of the above guidelines governing the Greer City Park RAILFEST, and agree to adhere to the rules that are outlined within it.
2. I agree that everyone working in my booth will also read and adhere to the guidelines.
3. I understand that the Events Staff reserves the right to limit or discontinue the participation of a vendor at any time.
4. The vendor(s) agree to indemnify and hold harmless the City of Greer and its agents and employees from any and all claims or lawsuits for damages or injuries of any kind or nature which occur as a result of or arising out of the use of city property by the vendor(s) and the guest of the vendor(s) pursuant to this agreement

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Vendor Signature \_\_\_\_\_ Date \_\_\_\_\_