



## DICKINSON AREA CHAMBER OF COMMERCE

# harvest festival

## FOOD VENDOR APPLICATION

We would like to invite you and your food booth operation to join us at the 3rd annual Harvest Festival, to be held Saturday, September 15, 2018. We expect approximately 1,500 hungry – attendees over the course of the day. Our community event provides a free, fall experience for all visitors.

This document is intended to provide the information needed to make an informed and educated decision about submitting an application to participate as a food booth vendor at the event.

### **\$100 Per Food Vendor**

### **Harvest Festival Hours of Operation**

Saturday, September 15: 11AM-4 PM

**Application Deadline: 8/17/2018**

USE ONE APPLICATION FOR EACH BOOTH LOCATION.

For additional locations complete the form for each space.

Be sure to provide a photograph of your booth/operation/ proposed menu and enclose your \$100 non-refundable payment.

### **CANCELLATION POLICY**

Upon acceptance, vendors will have until July 2, 2018 to cancel their application and forfeit their spot. At this time, the \$100 will be returned with no penalty.

Please read all information before completing this application. The Harvest Festival cannot guarantee that your requests will be honored. Applications not completed in their entirety, regardless of prior experience with our event, will not be accepted. PLEASE NOTE: The Harvest Festival reserves the right to place booths accordingly and make changes as necessary.

### **GUIDELINES**

- Vendors may check in no earlier than 9 AM and no later than 10 AM to set up. NO late entries!
- Vendor fee of \$100, payable to DACC, must be paid upon registration.
- Please supply your own electrical. If this is unattainable, please contact us for assistance.
- Please keep your area clean & safe for the sake of all in attendance, as well as, a courtesy to DSU.
- Each vendor is responsible for their own space. The Dickinson Area Chamber Of Commerce and DSU are not responsible for any property theft, damage or injury that may occur in connection with your presence at this event.
- Each vendor is responsible for collecting and reporting their own sales tax.
- By North Dakota State Law, we are required to report your business tax ID to the Office of State Tax Commissioner. Please provide it on the form.
- By signing this contract, you agree to comply with all policies written and set forth by the Dickinson Area Chamber Of Commerce.

**APPLY NOW>**

# DICKINSON AREA CHAMBER OF COMMERCE

Please complete this form & return it as soon as possible. Deadline is August 17, 2018.

You can mail, email or deliver the contract to the Chamber during business hours.

## 2018 FOOD VENDOR APPLICATION

**Tax ID:** \_\_\_\_\_

NOTE: By North Dakota State Law, we are required to report your business Tax ID to the Tax Commissioner. If you are unsure, please contact North Dakota Office Of State Tax at 701.328.2014.

**Legal Business Name:** \_\_\_\_\_

**DBA Name:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

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

**City/State/Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Bio, Menu & Pricing:** \_\_\_\_\_

**Application Signature:** \_\_\_\_\_

**Today's Date:** \_\_\_\_\_

**Total Due: \$** \_\_\_\_\_

## Have a Question?

## Contact Estee Milburn

## Member & Services Manager

 **314 3rd Avenue West Dickinson ND 58601**

**p 701.225.5115**

 [team@dickinsonchamber.org](mailto:team@dickinsonchamber.org)