



RETAIL VENDOR AGREEMENT 2019

PRICING: 10 x 10 Space \$75
*Electricity Not Available

Concession Hours:

Friday, July 12 4:00 PM to 9:00 PM
Saturday, July 13 12:00 PM to 9:00 PM

- Canopies and trailers must be within the assigned area - No vendor, Food or Retail, may sell outside of their assigned area. **No costumed characters or 'roaming' sales people are permitted.**
- If you conduct sampling, Vendors **MUST** obtain a Health Permit from the Steuben County Health Department located at 317 S. Wayne St. Angola, IN 46703: PH: 260-668-1000 ext.1520 - Special Note - Having an FDA certification does not override the need for a local permit.
- **All vendors must obtain their permit by June 1, 2019 to comply with Steuben County Health Department Regulations effective January 1, 2013 that requires permits be issued a MINIMUM of 30 days prior to the event.**
- **Health Permits** will be verified with the Steuben County Health Department on June 1, 2019. Any vendor who has not obtained their permit by the deadline will not be allowed to participate in the event. There will be NO REFUNDS for failing to obtain a permit by June 1, 2019.
- **Certificates of Insurance (When Applicable)** with Angola Balloons Aloft endorsed as additional insured must be provided to the Vending Chairman by June 1, 2019.
- **NO REFUNDS**
- **CBD OILS, CANNABIS PRODUCTS AND/OR THEIR DERIVATIVES ARE NOT PERMITTED.**
- **VENDOR TRASH MUST BE DISPOSED OF IN THE PROVIDED DUMPSTER... VENDOR TRASH IS NOT TO BE PUT IN OR BESIDE TRASH BARRELS INTENDED FOR THE PUBLIC.**
- **VENDORS ARE RESPONSIBLE FOR STORING WASTEWATER AND DISPOSING AT AN APPROVED OFF-SITE LOCATION.**
- **VENDORS ARE RESPONSIBLE FOR DISPOSING OF COOKING OIL FROM THEIR OPERATION. OIL CAN BE DISPOSED OF IN THE EVENT DUMPSTER PROVIDED IT IS FIRST PLACED IN A SEALED CONTAINER. SECONDARY OPTIONS ARE OFF-SITE DISPOSAL AND/OR RECYCLING.**
- **FAILURE TO COMPLY WITH TRASH AND WASTE RULES WILL RESULT IN IMMEDIATE SHUT DOWN FOR THE CURRENT YEAR AND A PERMANENT BAN FROM FUTURE EVENTS.**
- Rental space is awarded based on several factors including, but not limited to, availability, menu, products, duplication, past performance with the event, providing required documentation in a timely manner and recommendations of the event committee.
- **GENERATORS MUST BE PLACED AWAY FROM THE PUBLIC AND HAVE CONES PLACED AROUND THEM. GENERATORS MUST BE FITTED WITH MUFFLERS AND/OR NOISE SUPPRESSION DEVICES.**
- The event will be unable to provide change for Vendors.
- No changes will be permitted during the event to original food menu/retail items without prior approval from the Vending Chairman.
- Setup for Food Vendors begins at 9:00 AM EST on Friday. Retail setup begins at 11:00 AM EST. Vendors may only set up after confirming their location with a member of the Event Committee.
- Retail Vendors must have their **setup completed by Friday, July 12, 2:00 PM.**
- **Vendors are booked based on the assumption that the weather will cooperate with the Event's operations. Events may be postponed or cancelled at the sole discretion of Angola Balloons Aloft without prior notice.**

By signing my name below, I certify that I have read the above information. Any questions concerning these policies have been discussed. My signature also certifies my understanding of, and agreement with the above policies. A photocopy of this document is as valid as the original.

Signature: _____

Date: _____



RETAIL VENDOR APPLICATION 2019

BUSINESS NAME:

OWNER'S NAME:

OWNER'S PHONE #:

OWNER'S EMAIL:

BUSINESS ADDRESS:

CITY:

STATE:

ZIP CODE:

INSURANCE CARRIER:

AGENT:

AGENT'S PHONE #:

AGENT'S EMAIL:

SPACE REQUESTED:

10X10

10X20

10X30

WATER ACCESS (LIMITED): YES NO

PRODUCTS TO BE SOLD:

VENDOR VEHICLES:

MAKE:

MODEL:

COLOR:

MAKE:

MODEL:

COLOR:

APPLICATION AND PAYMENT PROCEDURE:

- COMPLETE APPLICATION
- EMAIL COMPLETED APPLICATION TO wjamesowen@msn.com
- SUBMIT APPLICATION TO *Jim Owen, Angola Balloons Aloft, 6510 Sedgemore Place, Fort Wayne, IN 46835*
- SUBMIT PAYMENT (AFTER APPROVAL) TO <https://paypal.me/JimAngolaBalloons>
- ONCE APPROVED, PAYMENT IS REQUIRED TO CONFIRM YOUR SPACE
- CERTIFICATES OF INSURANCE MUST BE PROVIDED TO THE EVENT NO LATER THAN JUNE 1, 2019
- HEALTH PERMITS WILL BE VERIFIED WITH STEUBEN COUNTY ON JUNE 1, 2019
- TENTS AND MEMBRANE STRUCTURES FORM WILL BE COLLECTED DURING SETUP
- QUESTIONS TO Jim Owen 260-348-4500 or by email wjamesowen@msn.com