

WESTFAIR Food Vendor Application

% Ann Vorthmann, Coordinator
PO Box 698
Council Bluffs, IA 51503
Ann (712-566-2863 or 402-981-1093)

DUE
May 1, 2008

Westfair 2008
Vendor must be open for business:
July 23, Noon to 9 pm
July 24-27 11 am to 9 pm
You may stay open later if you wish

Please print

Name _____

Business name _____

Address, city, state, zip _____

Day phone _____ cell phone _____

Email _____ Federal tax ID # _____

_____ \$450 Application fee (space includes electricity) Checks payable: WESTFAIR

space needed (vending feet X feet) _____ volts/amps _____

NO REFUNDS will be given for any reason. This event will be held rain or shine.

****2008 Only 20 oz Pepsi products and 20 oz bottled water purchased from WESTFAIR will be allowed to be sold by vendors. No lids or straws allowed on ice tea / lemonade. In an attempt not to duplicate food items between vendors please list products with prices you wish to sell on a separate sheet of paper and attach to application form. Some vendors may not have their entire menu accepted but I will contact you personally.**

Number of **vehicle passes** _____ **day passes** _____ **camper space** _____ **& size**
Self contained Camper fee \$15/day

Contract agreement requires below items :

- ***Completed Application form & fee
- ***Insurance certificate naming WESTFAIR as additionally insured, by July 1, 2008
- ***Self-addressed stamped envelope for WESTFAIR reply

Vendor understands all terms & Conditions of this application (see page 2 as well)

Signature _____ date _____

Set up: Tuesday or Wednesday, and ready for business by Noon pm, Wednesday, July 23. All vendors must stay open till 9 pm. Please put trash in the dumpsters provided. Clean up and removal of booth Sunday evening after 9 pm or Monday before 10 am.

Insurance: You must provide commercial general liability insurance naming WESTFAIR as additionally insured in the amount of \$1,000,000 in aggregate for bodily injury and / or property damage. I need your policy copy by July 1, 2008.

All property brought onto the WESTFAIR grounds is at the vendor's risk. WESTFAIR assumes no liability for any damage or injury to any property of the vendor or the vendor's employees. Insurance must be in full force and in effect at all times when vendor is making use or occupying in any manner the premises or carrying on any activities associated with or incidental to the use of the premises.

Health requirements: All vendors are required to maintain a clean booth per Iowa Health Codes and per WESTFAIR's discretion. It is the vendor's responsibility to file permit paperwork and comply with the regulations of the County Health Department. If you have not filled out a form or have questions contact the Shelby County Department of Health 712-755-2609. Permit must be posted during fair.

Taxes: Vendors are responsible for collection and payment of Iowa 7% sales tax. If you do not have an Iowa state sales tax number, a temporary permit may be obtained by contacting Iowa Department of Revenue and Finance, Council Bluffs, Iowa, 712-242-2156.

Fair Acceptance: Food vendors for WESTFAIR 2008 will be awarded and notified by May 15, 2008. Applications must be submitted yearly and are not carried over from one year to the next. Applications will be considered accepted upon deposit of the booth check, an acceptance letter and confirmation from Food Vendor coordinator. All unaccepted registrations will be returned with fee attached.

We are in the process of securing a major concert for Saturday night during 2008 WESTFAIR.

If you have any questions please contact Ann Vorthmann, WESTFAIR Food Vendor Coordinator 712-566-2863 or 402-981-1093. Looking forward to WESTFAIR 2008.