



**Please return and sign as soon as possible.**

**We will let you know if you have been accepted for 2017.**

Salmon Arm Folk Music Society

Box 21

Salmon Arm, B.C.

V1E 4N2

PH: 250 833 4096 FAX: 250 833 4097

info@rootsandblues.ca

**Online, Email, fax or mail**

August 16.17.18 2019

## Food Vendor Application

### Food Vendor Policies

The Salmon Arm Folk Music Society's Roots and Blues Festival is the largest outdoor multicultural festival of its kind in the Interior of British Columbia. Last year, the Festival drew over 27700 attendees over three days.

The Food Vendor Area is prominently located on the site and is a busy and popular part of the Festival. As an event that celebrates a diversity of cultures and heritages, the Festival wants to reflect the same idea in its food vendor area.

All food vendor booths must meet the standards under the **BC Health Temporary Food Service Regulation** and must display a valid **BC Temporary Food Concession Permit**. All vendor information will be shared with the Health Department and the Health Inspector may contact you in advance. Concessions **must conform** to BC electrical and building codes **including a valid BC electrical inspection sticker or an inspection certificate posted on the premises**. All vendors must also comply with **BC Fire code required - CAN/ULC 1254 Standard**.

Any vendor failing to comply with the above requirements will not be hooked up and will not receive a refund. Food vendors are also required to carry and supply a copy of \$2 million liability insurance.

**PLEASE CONTACT INTERIOR HEALTH WELL IN ADVANCE TO ENSURE ENTRY TO THE FESTIVAL – ALL PERMITS MUST BE UP-TO-DATE**

**CONTACT Interior Health Authority**

– Sylvia Wong

851 - 16 Street NE P.O. Box 627, Salmon Arm BC V1E 4N7

ph 250-833-4125 fax 250-833-4117 email sylvia.wong@interiorhealth.ca

**DEADLINE for Interior Health Permit IS END OF JULY FOR PERMIT COMPLETION**

### ENVIRONMENT

#### Roots and Blues Vendor Policy and Conditions

The goal of the Salmon Arm Roots and Blues Festival is to improve our environmental sustainability. Every year we are committed, where possible, to adopt practices that reflect sustainable principles and best practices.

In 2018 and this year, we have committed to implementing a composting program that includes our volunteer, vendor and beverage areas. In addition, we have implemented a policy of **no single use water bottles to be sold on site**. Your help and compliance with this initiative will go a long way to achieving our goal.

Fundamental to this approach is the **use of compostable plates, cutlery, napkins, straws, cups and glasses**.

**The use of Styrofoam and non-compostable packaging, such as aluminum foil is not acceptable. Single serving condiment packages are to be avoided to prevent contamination of the compost.**

To facilitate this objective **all materials must be CERTIFIED COMPOSTABLE, NOT**

**BIODEGRADABLE or RECYCLABLE**. There are a number of suppliers who can provide this type of material to you, should you need help in sourcing these materials please contact us for a list of suppliers.

1. Compostable items (manufactured items)
  - a. **Some typical certifications are:**
    - i. BPI
    - ii. ASTM D6400 or D6868
    - iii. CAN/BNG 0017-088, or EN 13432
    - iv. OK Compost

Pre-festival and prior to the start up of the Vendor area a brief introduction to our waste stream process will be provided to you. Receptacles for the following types of waste will be provided for your use.

1. **Compost** – smaller containers will be located between vendors for vendor use. These will then be transferred to a large bin for transport off site. Attached is a listing of acceptable compostable materials.
2. **Recyclables** – These must be kept separate and transferred to one of our waste stations for pickup by our Environment Crew. **Items for recycling must be cleaned prior to being placed in the recyclable receptacles, non-cleaned items are considered as contaminants and will have the recyclables rejected by our service provider.** A list will be provided to you. Clean cardboard will be collect separately.
3. **Returnables** for deposits – These must be kept separate and transferred to one of our waste stations for pickup by our Environment Crew.
4. **Garbage** – Any material not fitting the above criteria.
5. **The damage deposit has increased this year to \$500, we had vendors who left cooking oil for us to clean up and also some vendors did not comply with the new enviro policy and used recycling items and not compostable products or just neglected to comply. We will keep your damage deposit if you do not use compostable items.**

**Thank you from the Salmon Arm Roots and Blues Festival Environment Committee**

## **Space Rental**

**Standard Space Size:** 15'x 15'

**Included:** 2-15 amp 110-volt circuits

**Cost:** \$1350 plus if you require additional power and footage (power not available til Friday)

**Beer Garden Food Vendor:** We are offering one spot in our main beer garden for a full meal food vendor.\$600 extra

**Barn Stage, only 3 vendors** only selected on food type regular rates apply

**Extra Footage:** Extra footage is \$25.00 per foot.

## **Staffing**

Up to four staff passes including the proprietor are included with cost of space. Additional staff passes can be purchased at the time of registration for **\$129 plus taxes** each. **After that full gate prices apply.**

## **Application Process • Application Deadline End of March, 2019**

All Applicants must submit a full menu at time of application regardless of whether they are a returning food vendor or not. Returning Food Vendors are not guaranteed a spot at the Festival.

**Proof of insurance and other required permits must be submitted at time of application along with cheques for fees. Application fees are due end of March 2019 we accept credit card payment as well. The damage deposit has increased this year to \$500, we had vendors who left oil for us to clean up and also some vendors did not comply with the new enviro policy and used recycling items and not compostable products or just neglected to comply. We will keep your damage deposit if you do not use compostable items.**

**All fees are non-refundable**

## Part A • Applicant Contact Information

Please Complete in Full • Please Print

Please put current information, so we can contact you quickly

Name of Booth/Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Website: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_

Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: Home: \_\_\_\_\_ CELL: \_\_\_\_\_ FAX: \_\_\_\_\_

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

## Part B • Staff –

Please list yourself (proprietor) and up to 3 staff that is included with cost of space.

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

Additional Staff Passes can be purchased at a cost of \$139 plus taxes each if you order in advance through Cindy (Office) 250 833 4096 Please list additional staff.

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

## Part C • Menu and Concession Photos (Please include as attachments)

If you have sent in photos previously they are still on file. Only submit if you have a new booth. It's important to see where your serving sides and tongue is located.

List detailed menu items and pricing or provide a menu.

•You may only sell menu items listed with this application.

•Please include photos of your concession.

Check In/Set Up Hours – If you are in the BARN stage, you begin Thursday at 6 pm. Set up by 3 pm on Thursday, August 15th.

7 am to 12-noon • Friday August 16<sup>th</sup>

Must be Set-Up for 12 noon

No Entry to Site After 12 noon

Food Area Hours of Operation

Friday August 16<sup>th</sup> • 5 pm to 11 pm

Saturday August 17<sup>th</sup> • 10:00 am to 11 pm

Sunday August 18<sup>th</sup> • 10:00 am to 11 pm

If you are located in the Barn Stage area, where select vendors are allocated, your set up time is on Thursday, August 15<sup>th</sup> 2019 at 3 pm. The Barn stage opens at 6 pm.

**Part D •**

**Application/Checklist • Application Deadline End of March 2019**

Are you interested in being located in the Beer Garden Yes:\_\_\_ No:\_\_\_

Are you interested in being located in the Barn Stage Yes\_\_\_ No\_\_\_

You will be contacted if we choose your booth to be located in the Beer Garden.

**PLEASE BE ACCURATE! INCLUDE TONGUE in LENGTH -WE DESIGNATE FOOTAGE AND POWER BEFORE YOU ARRIVE- PLEASE DO NOT UNDERESTIMATE !**

Booth's dimensions (INCLUDE HITCH): Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_

Standard booth (15' x 15' & 2-15 amp - 110 volt circuit) = \$ 1,350.00

Extra Footage: \$ 25.00/ft. Length (incl. tongue) is \_\_\_\_\_ minus (-) 15 ft. x \$25.00 = \$ \_\_\_\_\_

Extra Power 15 amp/110 volt \_\_\_\_\_ x \$55.00 = \$ \_\_\_\_\_

30 amp/125/220 volt \_\_\_\_\_ x \$105.00 = \$ \_\_\_\_\_

40 amp/125/220 volt \_\_\_\_\_ x \$155.00 = \$ \_\_\_\_\_

60 amp/125/220 volt \_\_\_\_\_ x \$230.00 = \$ \_\_\_\_\_

ONLY AVAILABLE AT this time Extra Staff \_\_\_\_\_ x \$139.00 plus GST = \$ \_\_\_\_\_

Camping (4 nights) across the road from the Festival.

20x20 Camping spot, max 4 people \$129.00 = \$ \_\_\_\_\_

20x40 Camping spot, max 6 people \$159.00 = \$ \_\_\_\_\_

Subtotal = \$ \_\_\_\_\_

If you would like to go in the beer gardens please add \$600 \_\_\_\_\_

**WE WILL LET YOU KNOW IF YOU HAVE BEEN SELECTED FOR BEER GARDENS**

**TOTAL BOOTH FEE = \$ \_\_\_\_\_**

Please include cheque payable for the end of March. We also take credit card payment. Visa and Mastercard, Vendors will be selected after February and processed in March. If you're using credit card, please indicate and I will call you for payment.

Credit Card Type Visa or Mastercard— Cheque Yes or No

Credit Card # \_\_\_\_\_ Exp \_\_\_\_\_ CVV code \_\_\_\_\_

Those that pay upon acceptance will be accepted first

**Checklist ☺**

- ☺ Booth fees (End of March 2019)
- ☺ Photo or drawing of booth showing all serving sides (show where tongue is)
- ☺ Enclosed documentation proof of valid BC Temporary Food Concession Permit
- ☺ Enclosed documentation proof of \$2 million Liability Insurance
- ☺ Separate cheque \$500.00 Cleaning/Damage Deposit This will be taken from you if you do not use 100% compostable items for patrons or sell plastic water bottles.
- ☺ Submit a full menu (list detailed menu items and pricing or provide a menu)
- ☺ Include photos of your concession or send email

Would you like to participate in our FOOD VENDOR BUCK PROGRAM to feed the volunteers? YES \_\_\_\_\_ or NO \_\_\_\_\_

The volunteers receive coupons and they can use at the selected vendors who participate. We pay you \$6 for each food vendor buck. The volunteers do not pay any monies over and above the \$6 item and we only pay \$6. For example: Wrap Daddy's booth offers any wrap on their menu for the \$6 coupon. Please state what you will give the volunteer in return for one coupon, we provide them with a menu of the selected vendors and what they will offer in return for their coupon. For the \$6 coupon I agree to provide this item \_\_\_\_\_

OR \_\_\_\_\_

Would you like to participate in our FOOD VENDOR BUCK PROGRAM to feed the performers ? YES \_\_\_\_\_ or NO \_\_\_\_\_

The performers receive coupons and they can use at the selected vendors who participate. We pay you \$10 for each food vendor buck. The performers do not pay any monies over and above the \$10 item and we only pay \$10 for the buck used. For example: Wrap Daddy's booth offers any wrap on their menu for the \$10 coupon. Please state what you will give the performer in return for one coupon, we provide them with a menu of the selected vendors and what they will offer in return for their coupon.

For the \$10 coupon I agree to provide these items

OR \_\_\_\_\_

Please send a menu for the performers to choose from in advance.

Most popular Food Booths 2018 for the volunteers and performers were Wrap Daddy's, Thai on the Fly, Burger Boss, Smoking Hot Donairs, Govinda's Veggie Bomb and Surfside California

Incomplete applications will be returned.

Those applicants who are not approved will have their cheques mailed back to them at the Society's expense. You will be contacted as soon as you are approved. There will be no refunds.

*I accept the above stated conditions and do not hold the Salmon Arm Folk Music Society or its staff or volunteers legally responsible for any loss, damage or theft incurred to myself, my employees or my goods and equipment during this event. I understand that health and safety inspections will occur during the Festival and that I need to have all required permits and insurance present or I could be turned away (No refunds) I understand that there will be no power provided until Friday morning. I will provide my own generator til Friday. I understand that my damage deposit of \$500 may not be returned if I didn't bring compostable items and compost items.*

Signature: \_\_\_\_\_

Date \_\_\_\_\_

**Contact Information**

541 3<sup>rd</sup> ST SW,, Salmon Arm, BC  
(250) 833-4096 Fax: (250) 833-4097 or email [info@rootsandblues.ca](mailto:info@rootsandblues.ca)

Website: [www.rootsandblues.ca](http://www.rootsandblues.ca)

EMAIL: [info@rootsandblues.ca](mailto:info@rootsandblues.ca)

Please make cheques payable to:

Salmon Arm Folk Music Society

MAIL TO:

PO Box 21

Salmon Arm BC

V1E 4N2