



# FOOD VENDOR & FOOD SAMPLE APPLICATION 2019

**DATE:** Saturday, June 22, 2019

**LOCATION:** Ripken Stadium, 873 Long Dr, Aberdeen, MD 21001

**EVENT CONTACT:** Kim Schlosser, Restaurant Association of Maryland (RAM)  
6301 Hillside Court, Columbia, MD 21046  
(410) 290-6800 x1020 or [foodiefest@marylandrestaurants.com](mailto:foodiefest@marylandrestaurants.com)

**FESTIVAL HOURS:** 11 a. m. until 7 p.m.

## APPLICATION INSTRUCTIONS

1. Complete the Application in FULL (Incomplete applications will not be considered.)
2. Send your signed Application and required materials to the Event Contact shown above. Photos can be emailed.
  - a. Include a check or money order payable to "Harford County" in the amount of \$25 for your Temp Food Permit  
**RAM WILL FILE YOUR FOOD SERVICE PERMIT ON YOUR BEHALF with Harford County.**
  - b. Include a check payable to "Restaurant Association of Maryland" in the amount of your booth fee and electricity, if requested

## CONTACT INFORMATION:

First Name:		Last Name:	
Company:		DBA Name:	
Mailing Address:			
City, State Zip			
Day Phone:		Cell Phone:	
Email:		Website:	
MD Retail Sales Tax # (if applicable)		Non-Profit # (if applicable)	
Please list the names of those who will be working at your booth. (2 max)			1. 2.

Please provide two (2) OUTDOOR festival references for which you have participated in the last three (3) years.

Name: \_\_\_\_\_ Website: \_\_\_\_\_ Date(s): \_\_\_\_\_

Name: \_\_\_\_\_ Website: \_\_\_\_\_ Date(s): \_\_\_\_\_



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Please describe ALL items that you will be selling and the price points. Applications will not be accepted without menus with at least three (3) items excluding beverages. Beverages must also be listed if being sold, but they do not count as food items. You MUST attach photos of your products and an example of a previously exhibited booth, if available. Applications will not be accepted without photos of products. If you are sampling food products at your booth, please indicate what they are and include photos.

What equipment will you use for food preparation? (Check all that apply)

- Propane                                       Your Own Generator                                       Festival Electric  
 All Equipment on my Truck                                       None of the Above: Selling Non-Cooked or Pre-Prepared Items

Other: \_\_\_\_\_

Do you have a hand-washing station per the requirements of the Health Department?  YES  NO

Does your setup include a three-compartment washing station for serving utensils?  YES  NO

Do you need access to our Refrigeration Truck to meet Health Department Requirements?  YES  NO

When do you want to move in & set-up?     Friday between 1 pm – 5 pm     Saturday between 8 am – 10 am

**BOOTH FEES:**

	Quantity	Price Per Space <i>(10' x 10' Space)</i>	Total
Food Vendor	_____	x \$600.00	\$ _____
Food Truck (18'- 20' space provided)	_____	x \$600.00	\$ _____
Food Tasting & Packaged Product Sale <i>(Providing Free Tasting Samples of a Packaged Product such as cookies, hot sauce, jams, salsas, etc.)</i>	_____	X \$350.00	\$ _____

**Electricity**

I would like to request Electricity for an **additional fee of \$30.00**. I understand there are a limited number of spaces available and that electricity spaces will be granted when full payment is received. If granted, I must provide my own heavy-duty outdoor approved extension cords. \_\_\_\_\_(Initial) Electricity \$ \_\_\_\_\_

**Grand Total of Fees : \$ \_\_\_\_\_**



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## **ADMISSION REQUIREMENTS / RULES & REGULATIONS**

You will be notified of your application receipt via e-mail within 5 business days. You will be contacted directly regarding acceptance.

- If your application is accepted, an invoice for the balance due will be attached to your acceptance e-mail.
- This invoice will need to be paid in FULL prior to **JUNE 1**. Applications WILL NOT be accepted after **May 20**.
- Space(s) will be assigned by Event Management only after completed applications and FULL payment of fees are received. Spaces are non-transferable and cannot be resold. All fees are non-refundable.
- No early break down, violators may not be allowed to return to future festivals.

**BOOTH SPACE: 10'X10' SPACES ARE PROVIDED UNLESS OTHERWISE NOTED.** Vendor spaces may be on concrete, dirt or grass. Each vendor is responsible for tenting, setting their display and presenting themselves in a manner which reflects a positive image for the event and their company. Tents must be properly secured in the event of a windy day. Vendors need to provide their own tables and chairs. Relocating and/or extending assigned space is prohibited without the consent of the Festival.

**CANCELLATIONS:** No refunds will be given for any cancellation. All fees are non-refundable. Festival is Rain or Shine.

**CARE:** Vendors must not injure or deface the grounds or buildings. When such damage occurs, the Vendor is liable to the owner of the property so damaged. The Vendor shall comply with all reasonable requests of owners of the complex. Vendors will be charged for; excessive debris left in Vendor space and clean-up caused by paint, oil, grease, adhesive materials and abrasives.

**CHILDREN:** Children must be supervised by someone other than a Vendor during the entirety of the festival – from set-up to break-down.

**ELECTRICITY:** a limited number of electrical spaces are available. Vendors must be approved to use Festival electricity to plug into any outlets on the premises.

**FIRE MARSHAL:** Vendors must meet all requirements set forth by the Harford County Fire Marshal. This includes, but is not limited to, having all labelled fire retardant structures (tents/sidewalls, etc.) when applicable. All fire extinguishers must have a valid recharged tag. If you are operating with fryers or grease, you must have a special K silver extinguisher. If you have any additional questions, please contact Northeast Regional Office – 2 S Bond Street, Bel Air, MD 21014 – 410-836-4844.

**GREASE:** Vendors are responsible for the disposal of their own grease. There will be no grease bins available on site for Vendor use. All grease must remain with Vendor and be taken off site for disposal after the festival. All food Vendors using fry oil are to provide ground cover inside their designated area for the absorption of grease where applicable. No food Vendor will be allowed to open for business if this ground cover is not in place. Grease absorbent mats work the best. Absolutely no grease or grey matter is to be disposed of on the grounds, in restrooms or down any drains. Anyone found doing this will be fined \$1,000, immediately be ordered to leave the event site, and could potentially face criminal charges.

**HEALTH DEPARTMENT PERMIT:** All approved Food Vendors and Food Sample Vendors will be required to carry a Temporary Food Permit from the Harford County Health Department. Your application will not be accepted without a completed Permit request. Vendors will not be permitted to set up without a copy of this permit. RAM will file your completed permit along with your check made payable to "Harford County". Your Catering License from Harford County or another county may be acceptable, but it will need to be submitted to Harford County Health Department for approval. Please send us a copy if you have a catering license.

Pre-packaged, non-prepared food (Bags of Chips, Packaged Cookies, etc.) that WILL NOT be sampled at your booth can be distributed without a Temporary Food Service Facility License.



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Maryland Foodie Fest will be providing Hand Washing Stations as necessary. A limited number of three compartment utensil washing stations will be available for those who do not have their own.

## TEMPORARY FOOD SERVICE FACILITY MINIMUM REQUIREMENTS

A license to operate a temporary food service facility will not be issued unless the following minimum requirements are met.

### HAND WASHING FACILITY

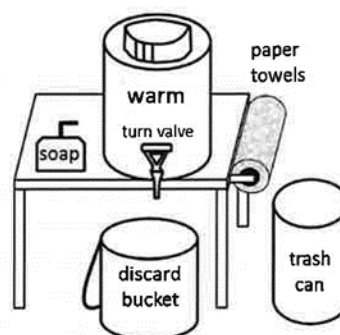
Must be approved by the Health Department prior to any food preparation.

Consists of:

- A running stream of warm water using a container such as a coffee urn or cooler with a flip-type spout
- A large bucket for waste water collection
- Soap, paper towels, and a trash receptacle

The event coordinator can provide information on the approved disposal site for gray/waste water. Frequent and thorough handwashing (20 seconds of lathering) is essential to prevent foodborne illness.

Reminder: Disposable gloves are only a *supplement* to adequate handwashing. Bare hand contact with ready-to-eat foods is prohibited.

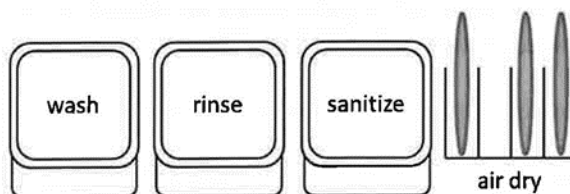


### THREE COMPARTMENT UTENSIL WASHING STATION

Food contact equipment and utensils must be washed on site using the traditional 4-step process:

WASH—RINSE—SANITIZE—AIR DRY

Buckets or tubs must be large enough to completely submerge all food handling equipment. The sanitizer, chlorine (unscented bleach) at 50 ppm, or quaternary ammonium chloride compound (QAC) at a concentration indicated on the manufacturer's label, is not rinsed off. A chemical test kit or chlorine/QAC test strips are required to verify sanitizer potency.



### WIPING CLOTH BUCKET

All damp cloths must be stored in a sanitizing solution when not in use. A minimum of 50 ppm chlorine (bleach) or quaternary ammonium chloride compound (QAC) at a concentration indicated on the manufacturer's label is required. The chemical test kit must be used to check the potency of the wiping cloth solution.



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## METAL STEM THERMOMETER

A properly calibrated, metal stem thermometer accurate to within + or – 2°F and with a range of 0 – 220°F is required. Safe temperatures are as follows:

### COOK TEMPS

Chicken, poultry	165°F
Hamburger, sausage	155°F
Crabcake (with egg ingredient)	155°F
Beef, lamb, pork, seafood	145°F

### HOLD TEMPS

Hot Hold	135°F or above
Cold Hold	41°F or below



## ADDITIONAL REQUIREMENTS

- Home prepared foods are prohibited. All foods must be prepared at a licensed food service facility or at the event.
- Bare hand contact with ready-to-eat food is strictly prohibited. Disposable food grade gloves, utensils, or deli paper must be used to prevent cross-contamination of exposed ready-to-eat food.
- Food contact surfaces must be easily cleanable and non-porous.
- All cooking equipment must be clean and in good repair. Final approval for use will be determined at the time of inspection.
- Food, food contact equipment, utensils and single service items must be stored off the ground and protected from contamination. Provide sneeze guards and overhead protection as needed.
- Food transport containers must be clean, non-porous, and capable of maintaining required hot hold food temperatures (135°F or above).
- Refrigerators and freezers must be equipped with thermometers.
- Lights must be shielded or shatterproof.

**These requirements may not cover all requirements or situations. For specific information or if there are any questions, please call 410-877-2305.**

A Public Event Permit may be required. Call 410-638-3103 for information.

Contact the Harford County Recycling Office at 410-638-3417 for guidance on recycling requirements at events taking place on public property with expected attendance of 200 or more persons.



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**ICE / WATER:** Vendors are responsible for bringing their own ice. Water will be available. Vendors must bring their own containers to transport water to their booth. No direct water hook-ups are available.

**ITEMS:** All items sold at the Maryland Foodie Fest must be legal and within the family-oriented nature of the event. Should you be caught with counterfeit items, the police will confiscate your inventory and eject you from the festival. You will be banned from attending future festivals. Vendors may only sell/market items approved and specified on this application.

Prohibited Items Include:

- Counterfeit Products of ANY kind such as: designer clothing, handbags, t-shirts or sunglasses
- Weapons of ANY kind - including knives
- Items which infringe on a registered trademark. This includes the Maryland Foodie Fest trademark; you may not sell products bearing the festival's name or logo without prior written permission.
- Alcohol, illegal drugs and paraphernalia. In the event of such, vendor will be dismissed immediately.

**LIABILITY:** Vendor shall bear sole responsibility for any personal injury, loss of property or merchandise placed upon or sold at or from the Festival, from set up to break down. Vendor agrees to indemnify, defend and hold harmless the Restaurant Association of Maryland, its owners, members, officers, employees, agent, and representatives (collectively, the "Indemnified Parties") from and against any and all claims, liability, damages, costs and expenses (including attorneys' fees) (collectively, "Claims") for injuries or death to persons, or damage to property, occasioned by, relating to, or arising out of any intentional or negligent acts or omissions by Vendor, its agents, employees, contractors volunteers, or representatives, or claims or costs arising out of, occasioned by, or relating to the enforcement of this paragraph, including attorney's fees. Vendor shall insure its own personal property during the Festival and hereby waives any and all Claims against the Indemnified Parties for any loss or damage to any personal property of Vendor for any reason, which waiver shall also constitute a waiver of subrogation binding upon Vendor's Insurers.

**NON-COMPLIANCE:** Restaurant Association of Maryland has the right to refuse any Vendor participating at the Festival if they do not comply with the rules set forth by the Restaurant Association of Maryland. If a Vendor is found noncompliant, the Restaurant Association of Maryland will not refund Vendor fees.

**REFRIGERATION:** A refrigeration truck will be available for use by all food vendors.

**PARKING:** Parking is free. All vendors MUST follow Festival personnel directions regarding vehicles. When unloading, all exhibitors are expected to unload merchandise and then move vehicles to the designated parking area before setting up their display.

**PERMITS / LICENSES:** Vendors shall obtain all pertinent permits and licenses required by any federal, state or local laws, ordinances and regulations.

**TAXES:** All Vendors are responsible for collecting and reporting Maryland sales tax. For more information visit:  
[www.marylandtaxes.com](http://www.marylandtaxes.com)

**PHOTOGRAPHY / VIDEOGRAPHY:** Vendors understand that their voice, name and image (and those of employees of their company) may be recorded by various mechanical and/or electrical means. Vendor releases any claim they might have in law in connection with the utilization of such material and grants the Restaurant Association of Maryland the right to use said materials in connection with advertising, publicity, exhibits, or without limitation, any other purpose.

**TRASH REMOVAL:** Grounds must be kept clean and free from debris. There will be designated trash dumpsters provided for Vendors to use. Vendors are expected to provide their own trash bins and trash bags and remove trash from their space at the conclusion of the festival.



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**VENDOR ID:** Each Vendor can have up to 2 people at their booth for no additional charge. Vendors will receive a VENDOR ID bracelet for in-out privileges to access their vehicles. Vendors who wish to sample food or alcohol and are of legal age need to buy a ticket to the event on our website at [www.marylandfoodiefest.com](http://www.marylandfoodiefest.com). Additional people joining you at your booth, must purchase a ticket.

**WEATHER:** This event is rain or shine. It is the responsibility of the Vendor to be prepared to protect themselves and their property. Restaurant Association of Maryland will not be responsible for any weather-related damages.

This application, when accepted by the Restaurant Association of Maryland, along with the Rules and Regulations governing the Festival contain the final and entire agreement between the parties hereto, and neither they, nor their agents shall be bound by any terms, conditions or representations not herein written.

I, the duly authorized participant, or agent of, have read and understand and so hereby expressly acknowledge receipt of and agree to all the terms, conditions and authorizations contained in the application for exhibit space and the Rules and Regulations and Liability Provisions governing the Festival and I expressly agree to abide by the terms and conditions contained herein.

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

Date: \_\_\_\_\_

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

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