

SPECIALTY SINGLE ITEM FOOD VENDOR*



Festival Hours: SEPTEMBER 23 - 5PM - 10PM
For Public SEPTEMBER 24 - 11AM - 10PM
SEPTEMBER 25 - 11AM - 6PM

*See load-in times on Concession Agreement

Dear Vendor,

Thank you for your interest in vending at the 2022 AsburyFest (formerly Oysterfest).

A specialty single item food vendor's space consists of one 20'W X 10'D area. Vendor equipment must be contained entirely within that footprint. Tents, tables and chairs are the responsibility of vendor. Spaces are assigned on a first come first serve basis.

VENDOR SPACE FEE - \$550

You will be notified by email when your application has been received. If you do not hear from us within 10 business days of your application submittal, please call our office at 732-775-7676.

Vendor packets will be emailed on or about September 15th, 2022.

Please indicate on the following page, if you would prefer to receive your packet via regular mail.

Should you have questions, please call the Asbury Park Chamber of Commerce at (732) 775-7676.

THANK YOU! We look forward to having you at this year's ASBURYFEST!

Complete and return the following no later than August 15, 2022.

- Food Vendor Application
- Concession Agreement
- Insurance Certificate naming The City of Asbury Park, The Asbury Park Chamber of Commerce, its officers and staff as additionally insured and held harmless.
See Insurance on Concession Agreement
- Payment for the Vendor Application

**A Specialty Single Item Food Vendor is defined as a food vendor who sells a single food item for consumption at the festival. Examples of Specialty Single Item Food Vendors include, but are not limited to, hot dog carts, popcorn, roasted nuts, ice cream, Italian ice, pretzels, and funnel cake. Specialty Single Item Food Vendors may also sell bottled water in addition to their one specialty item.*

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Application



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PLEASE PRINT CLEARLY AND FILL OUT ENTIRELY

NAME: _____

COMPANY NAME: _____

ARE YOU A NEW VENDOR OR A RETURNING VENDOR?: _____

STREET ADDRESS: _____ PO BOX: _____

CITY: _____ STATE: _____ ZIP: _____

EMAIL ADDRESS: _____

WEBSITE URL: _____

BEST PHONE NUMBER TO CONTACT YOU : _____

DESCRIPTION OF FOOD MENU ITEM* (Include price. Attach separate sheet if necessary):

**New Food Vendors must send a minimum of 2 photographs of your product and your booth setup.*

SPECIAL REQUESTS/ACCOMMODATIONS _____

ARE YOU A FOOD TRUCK? _____ DIMENSIONS OF TRUCK? _____

**Correspondence will be via email. If you would prefer we contact you via regular mail,
please check this box**

Mail completed forms to: Asbury Park Chamber of Commerce,
Attn: AsburyFest Committee,
P.O. Box 649, Asbury Park, NJ 07712

Email: info@asburyparkchamber.com

PRICE & DEADLINE: \$550 by August 15, 2022

PAYMENT (please check one)

Please find enclosed a check made payable to APCC.

Please email me a secure payment link to pay by Credit Card or E-Check

SPECIALTY SINGLE ITEM FOOD VENDOR*



Concession Agreement

- **Food Vendor Set-up:** Friday from 9am – 3pm, Saturday and Sunday 8am – 10am. Vendors must remove all vehicles one hour prior to start of event and will not be permitted on festival grounds until the event is over and visitors have left the site. We will assist anyone with special needs on a first come, first served basis. **ARRIVE EARLY!**
- **Vehicles:** Not permitted to be left on the festival grounds overnight, with the exception of food trucks. Any vehicle left on the lot without permission of the Festival Staff will be towed at the expense of the vendor.
- **Hours:** Vendors MUST be open for business by 5:00pm on Friday and remain open for all days and hours of the festival. Vendor's area must be staffed during the entire time that the event is open to the public. **Early break down will not be allowed**
- **Food:** Vendors should strive to provide something delicious for everyone. Be creative. Food vendors will be accepted on a first come basis, we will limit duplications. A LIST OF ALL MENU ITEMS AND PRICES MUST ACCOMPANY APPLICATION. Your menu will be restricted to approved items and pricing. Please do not bring items not approved for sale to the festival.
- **Menu: PRICING MUST BE POSTED AT THE FESTIVAL**
- **Alcohol:** Food Vendors are not permitted to sell alcoholic beverages.
- **Space:** Any displays, merchandise racks, props, signs, or other free standing equipment and vehicles must be contained within the vendors purchased 20'x10'space(s).
- **Operation:** Within this space each vendor is responsible for supplying all of the elements needed for their operation, including cooking equipment, propane, tents, tent lighting, tables and chairs. Banners and signs must look professional.
- **Tents Only:** No blue tarps! **Tents must be made of fire retardant material and certifications must be available.** Tents must be secured with stakes or weights!
- **Appearance:** The overall appearance and presentation of your booth is critical to the overall feeling of the festival and to your retail success. Décor is an essential part of the Festival so please keep in mind the emphasis on design when planning your booth. All booths should be neat, attractive and well-maintained throughout the event.
- **Music:** There will be live music on the stage throughout the festival, vendors are NOT permitted to use amplified sound of any kind unless approved by the festival committee prior to the event.
- **Reservation:** No tables/spaces will be reserved by application alone, ALL payments must accompany application. Vendor space is limited and is not guaranteed until payment has been made and accepted. (\$50.00 fee for returned checks)

- **Locations:** Vendor location will be assigned by the festival committee. Please include any special requests on your application. We do our best to accommodate requests but cannot promise anyone a specific spot at the festival. There will be **no changing of spaces** – the space provided will be your space for the entire event.
- **Fire Department:** All vendors must comply with city and state fire laws, regulations and requirements. Vendors must also provide one approved fire extinguisher to be located within the food booth. The Health Department and Asbury Park Fire Department will visit your booth on Friday. Fire Inspection Fee will be \$54.00 payable to the Asbury Park Fire Department. **Application and fee must be presented at time of inspection.**
- **Smoking:** Asburyfest is a Smoke Free Event. Smoking is prohibited within the festival.
- **Insurance:** Food Vendors MUST provide a \$1,000,000 General Liability Insurance rider naming “The City of Asbury Park, the Asbury Park Chamber of Commerce, it’s officers and staff” as additionally insured. Certificate must be provided by September 1st, or vendor will not be permitted on-site.
- **Licensing:** A Monmouth County Health Department “Temporary Retail Food Establishment License” must be obtained by each vendor prior to the event.
- **Utilities:** ELECTRICITY IS NOT PROVIDED. All generators must be quiet and without fumes. There is limited access to running water on the festival grounds. No water hookup for individual vendors.
- **Trash/Recycling:** It is the Vendor’s responsibility to take all recyclables, cooking fluids and charcoal with you upon leaving the event, nothing may be left behind and space must be left clean. These items cannot be disposed of in trash receptacles.
- **Refunds:** Vendor fees are NOT refundable for any reason, unless required by federal, state, or local government in response to the COVID-19 pandemic.
- **Weather:** This is a rain or shine event.

GENERAL RELEASE AND ACCEPTANCE OF RULES - I have read the festival rules as described above and agree to abide by said rules. I, the applicant, do expressly release the City of Asbury Park, The Asbury Park Chamber of Commerce, and employees/contractors from any liability for any damage, injury or loss to any person or goods which may arise from participation in the event. If this application is accepted, I give permission to use my name, images submitted and any photographs or videotape taken at the festival of me or my items for advertising and publicity purposes to the Asbury Park Chamber of Commerce. I understand that all fees are non-refundable. My signature indicates that I make this application in good faith and am ready, willing and able to participate in the event. I understand that written notification of acceptance into the event implies a contract with all duties and obligations incumbent therein.

SIGNATURE: _____ DATE: _____

NAME OF AUTHORIZED SIGNER: _____

BUSINESS NAME: _____