



Clearfield Fourth of July Festival
Vendor Application
 Monday, July 4, 2022 6-10:35 p.m.



APPLICATION DEADLINE IS FRIDAY, JUNE 10, 2022

Please complete and sign this Vendor Application and return or mail it along with a **signed Vendor Agreement** and all other required documents to:
Clearfield City Community Services Department, 55 S. State Street, Clearfield UT 84015
 Or email to: pr@clearfieldcity.org

Your name/contact:	
Business/Group name:	
Address:	
City:	Zip:
Cell Phone:	Email:

Please check appropriate item(s)

<input type="checkbox"/> Food Truck Vendor for Paint the Bridge Night (June 24th)	N/C
<input type="checkbox"/> Food Truck Vendor 4th of July at Fisher Park NO ELECTRICITY; FOOD TRUCKS MUST SUPPLY THEIR OWN POWER	\$100.00*
<input type="checkbox"/> Booth Space 12 x 12 NO ELECTRICITY	\$60.00*
<input type="checkbox"/> Booth Space 12 x 12 WITH ELECTRICITY (one 20 amp outlet)	\$75.00*
<input type="checkbox"/> Roaming Vendor, no booth space, NO ELECTRICITY	\$30.00*
<input type="checkbox"/> For each additional outlet needed (if available), add \$25.00	\$25.00 each X _____
<input type="checkbox"/> Late fee of \$25.00 applies after June 10, 2022	\$25.00
<input type="checkbox"/> Refundable Cleaning Deposit (required for all vendors)	\$50.00
<ul style="list-style-type: none"> A \$50.00 refundable cleaning deposit is required for all vendors. This deposit will be happily refunded provided that your booth/trailer or truck space has been left clean, i.e., no trash or grease is left in area. A check will be mailed to your address provided above after July 4, provided the space has been left to standards. 	

*Price includes a temporary Clearfield City License

Please check items you will be plugging into the outlet:

<input type="checkbox"/> Deep Fryer	<input type="checkbox"/> Rice Cooker	<input type="checkbox"/> Heat Lamps	<input type="checkbox"/> Refrigerator
<input type="checkbox"/> Freezer	<input type="checkbox"/> Oven	<input type="checkbox"/> Fan	<input type="checkbox"/> A/C
<input type="checkbox"/> Microwave Oven	<input type="checkbox"/> Other _____		

• Electrical use will be closely monitored to avoid power outages

ALL VENDORS: Please describe all food or merchandise that you sell

- Make checks payable to Clearfield City. Enter total Amount Due
- Card payments can be made in person, or over the phone.
- All cash payments need to be made in person at the customer service desk.

IMPORTANT INFORMATION

- **You must sign and return the Vendor Agreement with the completed Vendor Application to be considered**
- There is a \$5.00 processing fee on all refunds
- No refunds due to inclement weather

City Contact for Vendors: Shaundra Rushton, Community Relations Marketing

- Phone 801-525-2706
- email pr@clearfieldcity.org

I hereby submit the Vendor Application and affirm that I have read and accept the terms of the Vendor Agreement submitted herewith.

Signature _____

Date _____

FOOD TRUCKS ONLY: TOTAL LENGTH OF FOOD TRUCK _____



Clearfield City Fourth of July Festival

Vendor Agreement



This Vendor Agreement must be signed and submitted along with your Vendor Application packet to be considered as a vendor for the Clearfield City Fourth of July Festival, at Fisher Park, 920 South 1000 East Clearfield, on July 4, 2022.

Please carefully read the below information.

General Information

- All spaces must have adult supervision at all times.
- Vendor booths should be open and operating by 5:45 pm on July 4, 2022 and remain open until the fireworks show begins (approximately 10:00pm.)
- Food Trucks can start arriving at 4:00pm. Food trucks will be parked in the order they arrive; no location preference will be given to any food truck.
- All Food Trucks must have their own independent power supply. No power outlets will be supplied to Food Trucks.
- Vendor booths and food trucks must be closed and not operating by 11:00pm on July 4, 2022.
- Vendor applications must include a description and list of all merchandise or food to be sold.
- Any modification of the original application must be approved by the City through the submittal of an updated application.
- Clearfield City has an exclusivity contract with PepsiCo; only Pepsi products may be sold at City events. If a vendor needs clarification regarding this contract, please email the Marketing Department at pr@clearfieldcity.org

Reserved Vendor/Booth Area

- Vendor will be assigned a 12'x12' booth, a booth space number, and a map of the unloading/loading area.
- Vendor may not use the space between the designated 12'x12' booth areas.
- Vendor is required to provide their own canopy, including stakes and/or sandbags to secure their canopy.
- Vendor acknowledges full responsibility for any and all damages caused as the result of a canopy.

Electricity

- Vendor acknowledges that all of the electrical equipment to be used shall be indicated on the Vendor Application.
- There is a limited number of vendor booths with power available.
- Booth spaces with electricity are available for \$75.00.
- Vendor electrical needs must NOT exceed 20 amps on one outlet.
- Vendor may provide their own additional source of power source if more than 20 amps is necessary.
- Vendor may receive additional power from the City by paying \$25.00 for each additional 20 amp outlet provided.
- Vendor understands that any electrical equipment not marked "paid for" will be subject to the \$25 fee per additional 20 amps the day of the event, and that additional power may not be available on the day of the event.
- Vendor acknowledges that the electrical management of the event WILL BE STRICTLY ENFORCED.
- The City will not provide extension cords and/or power plugs.
- The City will shut off all power to vendors in Fisher Park at 11:30pm.

Vendor Selection Process

- Approval is made by the City based on a series of criteria that includes but is not limited to: appearance and quality of food/merchandise, past experience with the City, variety of selection, reputation of vendor and/or references, customer service, or any other non-discriminatory criteria as determined by the City.
- The City shall strive to select vendors that provide a variety in both merchandise and food, and is responsible for the final selection of each, including the total amount of spaces and the location for all vendors.
- Upon approval, vendor spaces will be assigned primarily on a first-come, first-served basis.
- Location of a vendor booth space is a final decision made by the City and may not be the basis of a refund.

Vendor Cleaning Deposit and Health Responsibilities

- Vendors are required to pay a \$50 refundable cleaning deposit upon registration that will only be refunded if:

- Vendors dispose of trash and grease properly (Vendors shall not empty grease onto the cement, grass, garbage cans, etc.).
- Vendor is responsible for collecting and paying sales tax as well as starting change, money aprons, storage of money, and all decorations and signage.
- Each food vendor must display a Davis County Temporary Food Establishment Permit.
 - Please contact the Davis County Health Department at 801-525-5128 for all requirements prior to participation in the Fourth of July Festival.
- Vendors are expected to be in compliance with the Davis County Health Department event requirements.

Vendor Parking

- Vendors may not park in the unloading/loading area.
- Vendors may park in the designated festival parking area (map to be provided at a later date).

Prohibited Behavior

- Individual use of a portable public announcement (P.A.) system is prohibited.
- The City reserves the right to close any space in which business is not being conducted in conformance with this agreement, City ordinances, or state laws.

Insurance and Indemnification

- **INSURANCE COVERAGE:** Depending on the nature of a vendor's operation, the City may require the vendor to secure and maintain insurance coverage in amounts/levels satisfactory to the City (typically \$1 million general liability per occurrence, \$2 million general aggregate) for activities performed by or for vendor in conjunction with the Clearfield City Fourth of July Celebration. City will advise the vendor at time of application as to whether this provision will apply. If required, vendor shall provide a valid insurance certificate as proof thereof, listing the City as an additional insured with respect to vendor's participation in the Clearfield City Fourth of July Celebration. If vendor is not able to comply with this insurance requirement, their participation in this event may be terminated, and will receive a refund on fees if before June 3, 2022 (minus a \$5 refund fee).
- **INDEMNIFICATION:** Vendor agrees to indemnify, hold harmless, and defend the city, its officers, agents, employees, elected and appointed officials from and against any and all losses, damages, injuries, liabilities and claims (including, but not limited to, claims for personal injury, death, damage to personal property or profits and liens) however allegedly caused, resulting directly or indirectly from, or arising out of negligent acts or omissions by vendor, its agents, representatives, officers, employees or subcontractors in conjunction with vendor's participation in the Clearfield City Fourth of July Celebration.

Refunds

- There is a \$5.00 processing fee on all refunds.
- Entry fees are non-refundable after June 3, 2022
- No refunds due to inclement weather.

Vendor Name (printed): _____

Signature: _____

Vendor Address: _____

Date: _____

Telephone Number: _____

Email Address: _____

Questions?

Contact Shaundra Rushton at 801-525-2706 or email pr@clearfieldcity.org