



Clearfield Fourth of July Festival
Vendor Application and Agreement
 Monday, July 4, 2023, 6-10:35 p.m.



APPLICATION DEADLINE IS MONDAY, **JUNE 5, 2023**

Please complete and sign this Vendor Application and return 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: jackie.wardle@clearfieldcity.org / Liz.schwab@clearfieldcity.org

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

Please check appropriate item(s)

Truck Vendor for Paint the Bridge Night	N/C
Truck Vendor 4th of July at Fisher Park NO ELECTRICITY; FOOD TRUCKS MUST SUPPLY THEIR OWN POWER	\$ 100
Booth Space 12 x 12	\$ 75.00
Late fee of \$25.00 applies after June 5, 2023	\$ 25.00
Refundable Cleaning Deposit (required)	\$ 50.00
Truck Length	
Total	_____

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 4th, provided the space has been left to standards.

**Price includes a temporary Clearfield City License*

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

IMPORTANT INFORMATION

You must sign and return the Vendor Agreement with the completed Vendor Application and pay the deposit to be considered.

- * There is a \$5.00 processing fee on all refunds
- * Card payments can be made in person, or over the phone
- * No refunds due to inclement weather

Questions or Concerns contact

Jackie Wardle

801-525-8794/jackie.wardle@clearfieldcity.org

Liz Schwab

801-525-2791/Liz.schwab@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



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Credit Card Authorization Form

Please complete all fields. You may cancel this authorization at any time by contacting us. This authorization will remain in effect until cancelled.

Credit Card Information

Cardholder Name (as shown on card):
 Card Number:
 Expiration Date (mm/yy):
 CVC :
 Cardholder ZIP Code (from credit card billing address)1/10/2023



On your card you can find your CVC/CVC code here.

I, _____, authorize Clearfield City
 to charge my credit card above for agreed upon purchases. I understand that my information will be saved to file for future
 transactions on my account.

*(Card payments can be made in person, or over the phone, or on website)

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, 2023.

Please carefully read the below information.

General Information

- All spaces must always have adult supervision.
- Vendor booths should be open and operating by 5:45 pm on July 4, 2023 and remain open until the fireworks show begins (approximately 10:00pm.)
- Food Trucks can start arriving at 1:00pm and given a location assignment per Clearfield City Staff.
- 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, 2023.
- 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 Jackie Wardle @ Jackie.wardle@clearfieldcity.org or Liz Schwab @ Liz.schwab@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 all damages caused as the result of a canopy.

Electricity

- Vendor acknowledges that all the electrical equipment to be used shall be indicated on the Vendor Application.
- The city will not provide extension cords and/or power plugs.

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, 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.
 - 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,

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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 follow 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 later).

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 5, 2023 (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.
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Refunds

- There is a \$5.00 processing fee on all refunds.
- Entry fees are non-refundable after June 5, 2023
- No refunds due to inclement weather.