



2021 Food Vendor Application

Application Due February 15

ELECTRIAL FORM MUST BE SUBMITTED WITH THIS APPLICATION TO BE CONSIDERED

Check all events you wish to apply for. **DO NOT send payment now.** You will be invoiced upon acceptance.

EVENT & LOCATION	DATE(S) & TIMES	FEE	MENU ITEMS/COST
___ Concerts on the Square 400 Block SPACE NEEDED: _____	June 9 – Aug. 25 Wednesdays, Alternating 6-8 PM	\$75/week (\$450 total)	
___ Balloon & Rib Fest Wausau Downtown Airport SPACE NEEDED: _____	July 8-10 July 8&9: 5-11PM July 10: 11 AM – 11 PM	\$700	
___ Big Bull Falls Blues Fest Fern Island Park SPACE NEEDED: _____	Aug. 20 & 21 Aug. 20: 4-11 PM Aug. 21: 11 AM – 11 PM	\$450	

Wausau Events retains the right to sell all drink products at ALL events except Concerts on the Square. If you are interested in selling beverages at Balloon & Rib Fest or Big Bull Falls Blues Fest, please indicate so here. You will sell soda and water at prices set by Wausau Events (\$2.50 per 20 oz. bottle, \$2 per water). You will be invoiced for product sold. Wausau Events will set the price for product sold (prices in 2019 were \$40 per case of soda and \$30 per case of water). You will be invoiced for product sold.

___ **Yes, I would like to sell soda/water.** Do you need a cooler for product? If so, it is a \$50 charge: ___
 ___ **No, I'm not interested.**

Organization: _____ **Contact Name:** _____

Email Address (Required): _____

Mailing Address: _____

Cell Phone: _____ **# of Workers:** _____

Liability Insurance: All vendors must be covered by liability insurance. An insurance rider with a \$300,000 minimum coverage which states the following: "Wausau Events, Inc., The City of Wausau, their officers, agents & employees, to be named as additionally insured." This certificate must be received with the application.

Electrical Needs: Please fill out the additional Food & Beverage Stand Registration Worksheet. This must be completed or your application will not be considered. We will assume you need electricity unless you state otherwise.

I, the undersigned agent, dutifully swear that I have thoroughly read the rules and regulations on the next page and agree and comply. I understand the duties I must fulfill, and the timeframe in which I must fulfill them to vend at Wausau Events, Inc. events.

Vendor Signature: _____ **Date:** _____



2021 Food Vendor Rules & Regulations

- Selection Process:** All festivals are produced by Wausau Events, Inc. A committee made up of Wausau Events Board Members will play a role in selecting all food vendors participating in events. Vendors will be selected based on the type of food offered, the vendor's experience with selling food at these types of events, public feedback, past experiences with Wausau Events and electrical/space needs. Our goal is to have a variety of food options offered to the public at the event, however we do not guarantee exclusivity of product.
- Interpretation and Enforcement of Rules:** Each vendor shall comply with the following rules and regulations, in addition to complying with any and all statutes of the State of Wisconsin, Marathon County and the City of Wausau pertinent to maintenance, health and fire safety. Wausau Events shall have the right to interpret the following rules and regulations:
- Conduct:** Wausau Events, Inc. hosts family-oriented events. You are responsible for monitoring your employees, and all vendors must conduct themselves in a courteous and polite manner. Any violation of these rules and regulations shall result in a single warning and then forfeiture of all rights of participation in the event and future events.
- Liability Indemnity:** Vendor covenants that it will protect, defend, hold harmless and indemnify Wausau Events, Inc., their directors, officers, agents, employees and volunteers from and against all expenses, claims, actions, liabilities, attorney's fees, damages, and losses of any kind whatsoever, actually or allegedly, resulting from or connected with the participation as a vendor in the event. Wausau Events shall not be liable for any loss or damage to any merchandise or personal property in or about the vendor's booth, regardless of the cause of such loss or damage. An insurance rider must be provided. See application for specific information.
- Booth Setup/Removal:** Vendor will be permitted to setup on the following dates, concurrent with the following events:
Balloon & Rib Fest: Setup will be Wednesday, from 8am-3pm or Thursday, July 11 from 8am-12pm. Electricians will be available only during these times to help you hook up. Removal must be on Sunday or after event Saturday night.
Big Bull Falls Blues Fest: Setup Thursday, Aug 15 from 8am-3pm. or Friday, Aug 16 from 8am-12pm. Electricians will be available only before these times to help with hook up. Removal must be on Sunday or after the event Saturday night.
NO VEHICLES MAY BE MOVING WHEN THE EVENT IS IN PROGRESS!
- Cleanup:** Vendor is responsible for removing all debris, cooking materials (coal, oil, etc.) from the site. All refuse, rubbish and garbage must be deposited in containers. Failure will result in negative light the following year.
- Merchandise:** At no time shall vendor display for sale or otherwise materials, which in the sole judgement of the Wausau Events Board shall be deemed obscene, dangerous or unlawful. Additionally, no vendor shall be permitted to sell raffle tickets or apparel/merchandise items.
- Cancellation:** Vendor shall notify Wausau Events in writing of intent to cancel this contract no later than April 30, in order to receive a refund. Cancellations after this are not eligible for a refund.
- Access to the Grounds:** Access to the grounds will be as follows, per event:
Balloon & Rib Fest: Parking in Vendor Parking Lot (Location TBD). No Parking behind your stand.
Big Bull Falls Blues Fest: ONE Vehicle on Island. All workers will need a wristband. Workers will not be admitted to the grounds without a wristband. Vendors are responsible for getting the wristbands to the workers!

10. **Electricity:** Vendor shall indicate on the contract electrical needs for each festival. The electrical worksheet MUST be filled out completely and correctly and you must conform to the electricity available.
11. **Access of Location During Event:** During the festival hours, you will not be allowed to operate a motor vehicle to and from your vending location. Please have your supplies there. This rule must be enforced for the safety of all guests, as our events are very large.
12. **Health Department Inspection:** Vendor may be subject to an inspection by the Marathon County Health Department. If you have any questions regarding the Health Department requirements or licenses, please contact Heidi Ward at 715-261-1919. **This is your responsibility.**
13. **Event Schedule:** Food shall be available for the duration of event hours for the following events: *Summer Balloon & Rib Fest:* Thursday, 4-10 p.m., Friday, 4-11 p.m. & Saturday, 11 a.m. – 11 p.m.
Big Bull Falls Blues Fest: Friday, 4-11 p.m. & Saturday 12-11 p.m.
**Please note times are subject to change. We will be contact before the event as to schedule/your location, etc.*
14. **Restricted Products:** Wausau Events retains the right to sell all drink products at ALL events except Concerts on the Square. If you are interested in selling beverages at the Balloon or Blues Fests, please check the box on the application.
15. **Exclusivity:** Wausau Events, Inc. is unable to guarantee any exclusivity or restrictions on the number of vendors or the type of products sold unless negotiated in advance. You will be assigned a space based upon the judgment of our staff and electricity available. No locations are guaranteed. We will do our best to provide you with a convenient and suitable space for the sale of your products.
16. **Security:** Wausau Events, Inc. will provide security for our major events. However, it is the vendor's responsibility for the protection and safeguarding of valuables and release Wausau Events for any losses.

If you have any questions, please contact:

WAUSAU EVENTS
715-297-9531
execdir@wausauevents.org