



**Main Street: Murfreesboro/Rutherford
County, Inc.**

Invites you to make application
To participate as a food vendor in

The Main Street JAZZFEST

May 7th, May 8th 2010

Presented by

Main Street, Inc.

**2010 FOOD VENDOR
INFORMATION**

1. 2010 JazzFest Schedule:
Friday, May 7th, 2009- 6:00 pm-10:30 pm
Saturday, May 8th, 2009- 12 noon-10:00pm
On the historic public square in downtown Murfreesboro
Food Vendors open for service at 5:30 pm on Friday and 11:00 am on Saturday

2. **Cost of participation: Please notice the carts, 10 x 10 booth space, and larger booth space have an up front fee & percentage of sales fee.**

Vendor Fees		
	Up Front Fee	Percentage of Sales Fee
NonProfit	\$100	
Carts	\$100 per cart	10% of gross sales up to: \$2000 25% of gross sales over: \$2000
10 X 10 Booth Space	\$200	10% gross sales up to: \$2000 25% gross sales over: \$2000
Larger Booth Space	\$300	10% gross sales up to: \$2000 25% gross sales over: \$2000

3. JazzFest will provide the following:
 - Space for vendor tent or trailer (Note: Must be approved by Committee-see attached application)
 - Garbage receptacles and receptacles for plastic & paper recyclables.
 - 110v electrical service-(vendor must bring own outdoor extension cord)
 - **220V REQUIRES A GENERATOR (QUIET GENERATORS ONLY!)**

4. Participating food vendors will be required to furnish certificates of insurance naming The Main Street JazzFest as additional insured under the same policy carried by the vendor. Minimum limits for general liability shall be \$500,000 per occurrence and \$1,000,000 general aggregate and products liability. Participating food vendors will be required to show proof of Liability and

Main Street JAZZFEST 2010
FOOD VENDOR INFORMATION
Page 2

Workers' Compensation Insurance. **Proof of insurance must be received by the Main Street Office no later than Friday April 3, 2010.**

5. Food purchases are by ticket only. Tickets valued at \$1.00 each will be available for sale by Main Street JazzFest. All vendor prices should be in \$1.00 increments, including sales tax. Tickets should be counted by the vendor, bundled in stacks of 100 tickets per bundle, and placed in large brown envelope provided by Main Street. Tickets must be turned in at the close of the event. Payment will be made Monday, May 3.
6. Food vendors are responsible for strict adherence to all rules and regulations of the Murfreesboro Police Department, the Murfreesboro/Rutherford County/State of TN Health Department, the Murfreesboro Fire Department, and any other governing authorities, rules, and regulations which might apply. All commercial food vendors are required to have a City of Murfreesboro business license. **All food vendors will be required to pay a \$30.00 permit fee to the State Health Dept. You will be inspected and assessed at that time. Please call Stacy Finks at 898-7889x169 with questions.**
7. Main Street JAZZFEST is required by Rutherford County to reduce waste. Jazzfest generated nearly 6000 pounds of garbage in 2008. **EVERYONE** will be required to re-cycle all plastic, all paper, and cardboard products. This includes patrons, as well as food vendors.
NO STYROFOAM MAY BE USED BY VENDORS.
8. Main Street reserves the right to approve all items for sale by food vendors. Menu items must be submitted on the attached form for approval. Menu variations without approval will be considered grounds for dismissal from the event venue.
9. Food vendors are allowed to sell all types of non-alcoholic beverages. **NO CANS ARE ALLOWED.**
10. Food Vendors will not be allowed to sell any non-food items without written permission from Main Street.
11. **FIRST TIME VENDORS MUST SUBMIT COLOR PHOTOGRAPH OF COMPLETE SETUP OF CART AND/OR TENT ALONG WITH APPLICATION AND A COPY OF YOUR MENU.**
12. All food vendors must have professionally prepared signage (including menu boards). Prices of food items on menu boards must be indicated in # of tickets.
13. **Set up will take place for Friday night food vendors starting at 2:00 on Friday afternoon. Set up will take place from 8:00am-10:00am on Saturday.** Due to festival set-up procedures, **please do not arrive before 8:00 am.** Food vendors will **NOT** be allowed to park vehicles on the inner or outer circles around the courthouse **BEFORE 8:00 OR AFTER 10:00 am.**
14. **Applications and booth fee must be received no later than March 31, 2010.** Main Street reserves the right to reject any and all applications submitted. The Main Street office will notify applicants within two (2) weeks after the above stated deadline.

Please return completed application to:
Kathleen Herzog
Main Street, Inc.
225 West College St.
Murfreesboro, TN 37130
Phone: 615-895-1887
Fax: 615-895-8088

The Main Street JAZZFEST 2010
FOOD VENDOR APPLICATION

Company or Organization Name: _____
Contact Person: _____
Address: _____

Phone: (daytime) _____ (p.m.) _____
Other (indicate email, fax, pager, etc.) _____

List all products you wish to sell and intended prices (subject to Main Street approval).
Please be specific in your description. (Attach a menu if you have one.)

Describe your mobile unit: **VERY IMPORTANT**

Type of mobile unit: _____ Size of unit: _____
Type of cooking unit: _____ Size of cooking unit: _____

List all electrical appliances you would be using, including voltage and amperage for
each item (include fans, lights, coffee makers, etc.)

APPLIANCES:	VOLTAGE/AMPERAGE
_____	_____
_____	_____
_____	_____

A signature below indicated agreement on the part of the applicant to abide by the
conditions set forth by Main Street, Inc. and this application and the information provided
on this application is correct. This application is not a contract until signed by both the
applicant and a representative of Main Street.

Vendor Signature: _____ date: _____
Main Street: _____ date: _____