



www.tooeleartsfestival.org
P.O. Box 826 Tooele, Utah 84074

***2025 Cuisine Artist Application for Food Vendors
Tooele Arts Festival - Food Vendor Agreement
for June 20-22, 2025***

The undersigned food vendor (VENDOR) agrees with the Tooele Arts Festival (FESTIVAL), a non-profit organization, which the VENDOR, named below, will participate in the 2025 Tooele Arts Festival as a food vendor in accordance with the following rules, terms, and conditions **This agreement must be filled out completely and submitted with menu, for consideration into the festival.** Do not send payment until you have been accepted into the festival.

Vendor Information

Vendors Name: _____

Licensed Business name: _____

Business address: _____

City: _____ State: _____

Zip code: _____

Phone number: _____

Tax payer ID# or SS # (required): _____

Email: _____

1. The FESTIVAL will consider multiple vendors with similar types of food, but will strive to honor the top two food items, on submitted menu, as exclusive to that vendor. The FESTIVAL retains the right to administer the selection process, while striving to honor the top two food items as exclusive to that vendor, might have duplicates, as some vendors are beverage only. **The vendor will present only the food type represented in this agreement.** The VENDOR will provide a copy of the menu items with this agreement; and a menu must be submitted with application. The FESTIVAL will have authority to determine and approve final menu items for VENDOR. The VENDOR will be notified of acceptance to festival and of approved menu as received and approved by committee, by May 1, 2025. Changes to menu after VENDOR has been accepted to event MUST be approved by Food & Beverage Director before May 15, 2025. No menu changes will be allowed after June 1, 2025.

2. The VENDOR shall meet all state, county, and city health and safety requirements. The VENDOR shall keep the booth area clean and MUST remove all garbage, grease, and gray water to a designated dump area. The VENDOR will be subject to health inspections from FESTIVAL staff and Tooele County Board of Health. Failure to pass inspection during the festival will result in the immediate closure of booth and may prevent acceptance to future festivals. Disposal barrels (located behind the west pavilion) for grease and gray water **will be available to you and must be used** for disposal. (Garbage, grease, and gray water MUST NOT be disposed of in portable restrooms.) A copy of the food safety certification must be presented to committee chair at festival check in and must be housed at the VENDOR booth throughout the festival.

3. The VENDOR shall obtain all state, county, or city permits required to conduct business. VENDOR understands the requirement from Tooele County to obtain a temporary special event permit. The forms are available at <http://tooelehealth.org/food-booths/>. The form needs to be returned to the County Health Department no later than May 15, 2025. Or applications can be emailed to eh@tooeleco.gov , and then call to pay by phone

or faxed in to (435) 277-2444 and then call to pay by phone (435) 277-2440. Please call 435-277-2440 with any questions. A copy of this permit must be presented at festival check-in and must be housed at the VENDOR booth throughout the festival.

Vendor Fees

4. The VENDOR shall pay the FESTIVAL a fee, based on frontage size.

- Tent 10x10 - \$500
- Tent(s) 20x20 - \$700
- Trailer up to 25' - \$800
- Trailer 26' or longer - \$1000

The VENDOR must pay deposit fees promptly after application acceptance notice is given. The VENDOR shall pay at least \$200 upon acceptance but no later than May 1, 2025. The balance shall be due on or before May 31, 2025. Failure to comply with payment deadlines will allow the FESTIVAL to release the booth space to another vendor (if deemed in the best interest of the FESTIVAL), and the initial deposit will be forfeited to the FESTIVAL for non-performance. Booth fees include usage of water access, gray water disposal, and grease disposal and is the responsibility of the VENDOR. Booth fees will not be prorated for late arrivals or early departures. Failure to comply with the agreement may disqualify the VENDOR from future events.

*Late entries will be considered based on the availability of space and at the discretion of the selection committee.

*Acceptance or non-acceptance will be provided to you by May 15 if your application is submitted by May 1st.

*Cancellations before June 1st will be refunded, excluding any transaction fees. Cancellations after June 1st will not be refunded

* The cuisine vendors booth size determines fees for the festival due to the limited space. Vendors from the original Arts Festival, or have been with the festival for more than a decade, will be considered to be grandfathered into the fee schedule.

Once accepted, payment can be sent

- via PayPal to Tooele Arts Festival (tooeleartsfestival@gmail.com)
- or mailed to: Tooele Arts Festival
PO Box 826
Tooele, UT 84074
Attn: Food & Beverage Director

Vendor Location and Designated Hours

The Festival will be held at the Tooele City Park located:

200 West Vine Street
Tooele, Utah 84074

Booth set-up is 3pm – 10pm on Thursday AND 7am – 10am on Friday. NO VEHICLES on the festival grounds after 10 am Friday or any other day of the festival after 10am.

Please check in with the Food & Beverage Director for booth location on the park. The Food & Beverage Director will be found at the information booth located in front of the enclosed pavilion on the west side of the park.

Festival hours and cuisine artist expectations are as follows:

DATE	FESTIVAL HOURS	VENDOR HOURS
Thursday, June 19 OR Friday, June 20	Check -in and Booth Set Up	3pm-10pm OR 7am-10am NO VEHICLES on park grounds after 10am
Friday, June 20	10am-10pm	12pm*-8pm**
Saturday, June 21	10am-10pm	12pm*-8pm**
Sunday, June 22	10am-5pm	10am*-4pm**

*Vendors can open and sell as early as desired; vendors MUST be open by time indicated in Vendor Hours.

**Vendors may stay open later if traffic warrants. Exceptions must be approved by committee chair. Failure to adhere to these guidelines may prevent acceptance to future festivals.

Vendor Booth Information

5. The VENDOR must provide materials to set up booth and all supplies to operate and maintain concession. Electric power (1 ea., 15-amp circuit per vendor) will be brought to the food vendor area. VENDOR must provide own 50 ft. heavy-duty electrical extension cord. Extension cords must be at least 12-gauge wires with ground and have a total length of no more than 100 feet. VENDORS must provide lighting if it is desired. Please indicate all power requirements below. ****Power resources are limited.** VENDOR may be denied acceptance to event based on limited power resources.

COMPLETE ALL SECTIONS BELOW: (Check all applicable boxes)

Booth description: (Trailer, awning, signage, etc.) *INCLUDE PHOTO OF FRONTAGE (if new to Festival)*

Tent Food truck

Trailer

minimum dimension – please include trailer tongue and dimensions of awnings or canopies

Booth electrical requirements. Please be exact. If VENDOR has options of electrical requirements, check one and please note any another requirement:

- 110-volt, 15 amp
- 220-volt, 30 amp

WATER RESOURCE

Booth water requirements:

Water hook-up NECESSARY: YES NO

Water source nearby: YES NO

Rules and Expectations

- All food & beverage served at the festival, is created fresh, cooked and served at the festival.
- Vendors Follow all food safety standards and regulations, and have permits accessible.
- Cuisine vendor can not sell additional items that are not reviewed and approved by committee.
- Previous participation in the Tooele Arts Festival does not guarantee that you will be allocated or have the same space as previous years.
- You are welcome to make special requests on your application, but unless it is of critical nature, we ask that you please accept your assigned space.
- The Tooele Search & Rescue Unit will provide on-site security from Thursday evening through Sunday morning. However, this does not constitute a guarantee that there will be complete security coverage. Additionally, NO security will be provided after 6am on Sunday morning. All vendors are responsible for securing their own booth space.
- For weather conditions and additional security, you must “wrap” your tents/canopies each night and it must be firmly secured to the ground. (Sand bags and/or concrete blocks, **and** anchors are **strongly recommended**.)

**** Please direct questions to: Bonnie at 435-830-2322**

Application Submission

6. The VENDOR agrees by signing below to accept the following hold harmless clause: I have reviewed and agree to all terms for participating in the Tooele Arts Festival in Tooele, Utah. By registering for and participating in events, I assume full risk and responsibility for any loss or damage incurred during this event and I release and hold harmless the FESTIVAL, and it's organizing committee, all sponsoring organizations, and volunteers from any and all responsibility, personal liability, claims, loss or damage arising out of or in conjunction with my application to the 2025 Tooele Arts Festival. I understand that I am solely responsible for all State, City, County or other applicable permits, licenses and/or certificates associated with my participation in this event.

Return completed and signed application, and pictures to:

Tooele Arts Festival
c/o Food & Beverage Director
P.O. Box 826
Tooele, UT 84074
Email: tooeleartsfestivalfood@gmail.com

Signature: _____ Date: _____