



DEERFIELD FESTIVAL OF FINE ARTS - 2010 FOOD VENDING INFORMATION

D & W Events, Inc. will present the 8th annual Deerfield Festival of Fine Arts on June 5 & 6, 2010. Drawing from the Chicago metropolitan area and surrounding suburbs, Deerfield Festival of Fine Arts offers an exceptional assemblage of art, entertainment and outdoor dining.

A wide variety of delicious cuisine highlights this festival which serves as a community arts event as well as a fund raiser.

Please read the following information carefully ~~ it will allow you to make an informed decision about submitting an application to participate in this years event.

APPLICATION PROCESS

To be considered, please complete the application. If you are a first time applicant, you must include a photograph of your booth. Application materials must be postmarked by February 15, 2010.

Timeline

Feb. 15 : Application postmark deadline
March 1 : Notification of acceptance
March 15: Signed contract & full payment
April 15 : Copy of insurance certificate
due to D & W Events

APPLICATION CRITERIA

Your application will be evaluated based on the following criteria:

- Proposed menu:
 - Will the foods add variety?*
 - Are the foods reasonably priced?*
 - Are the foods unique to other offerings?*
- Ability to fulfill contract:
 - Complying with contract terms*
 - Carrying necessary insurance coverage*
- Past art fair experience

DATES & TIMES

All food vendors are expected to be fully operational during the following hours:
Saturday, June 5: 10am – 5pm
Sunday, June 6: 10am – 5pm

BEVERAGES

Bottled water and cans of soda may be sold by all vendors at the festival for \$2.00 and \$1.00, respectively.

PROPOSED MENU

On your application, please provide a detailed description of each item and its price. Please limit your menu to a few items and be sure to offer your best products. If accepted, a list of items and pricing will be included in your contract. No changes to accepted items and/or prices are allowed unless approval is obtained prior to the event. Price changes during the event are prohibited.

PRICING SIGNAGE

All food vendors are required to prominently display signage stating food items offered and their corresponding prices as approved by D & W Events, Inc. Non compliance eliminates your participation in future events.

HEALTH DEPARTMENT REGULATIONS

Food vendors are expected to fully cooperate with staff members from the Lake County Health Department, who may be on site throughout the event. Each vendor must obtain a permit. All documentation and permit fees are submitted directly to the Lake County Health Department.

FIRE DEPARTMENT REGULATIONS

All vendors must comply with the Village of Deerfield Fire Department guidelines. "No cooking shall be conducted inside or under a tent. All open flame, hot surface or grease producing cooking shall be conducted a safe distance away from any tent."

ELECTRICITY

If electricity is required, vendors must provide their own quiet generators along with electrical cords.

WATER AND ICE

Water is available in the kitchen located in the Park District building and via garden hose outside. Water must be hauled in appropriate food grade containers. Ice is not available.

CLEANLINESS AND WASTE DISPOSAL

Food vendors will be responsible for the periodic removal of their own trash during the event as well as cleaning their space at the close of the Art Festival on each day of the event.

INSURANCE

All food vendors must have insurance coverage as specified upon acceptance.

BOOTH OPERATIONS

Food vendors are responsible for providing their own food refrigeration and booth canopy. Food vendors are responsible for the set up, operation and removal of all equipment used at their location. All materials are to be removed at the end of the event. All materials, storage and operations, including prep and clean up, must remain within the booth space.

VENDING LOCATIONS AND PRICES

All 15x15 spaces: **\$ 400.00**

Additional space is available for an additional cost.

Spaces will be assigned based on size, electrical and cooking requirements.

COMMISSION

There is no commission taken from food vendors.

QUESTIONS:

Please contact D & W Events, Inc.
Debbie Netter
at dwevents@comcast.net or
847-726-8669.

APPLICATION FOR FOOD CONCESSION

Deerfield Festival of Fine Arts, June 5 & 6, 2010

Please complete this application in its entirety. Applications must be postmarked by
February 15, 2010.

GENERAL INFORMATION:

Name of Business _____

Contact Person _____ Phone _____

Street _____

City, State, Zip _____

Fax _____ E-mail address _____

Cell phone or emergency phone _____

PREVIOUS EVENT EXPERIENCE _____

BUSINESS & EVENT REFERENCES

Company or Event _____ Contact _____ Phone _____

Company or Event _____ Contact _____ Phone _____

Company or Event _____ Contact _____ Phone _____

BOOTH SPACE INFORMATION

Size of your booth: 15x15 Other (please specify) _____

Vending fees apply to a standard 15x15 area.
Additional space is available for an additional charge.

If you are a first time applicant, please include a photo of your booth.

PROPOSED MENU ITEMS

Item _____

Price \$ _____ Portion size _____ oz.

Description, ingredients and preparation

Item _____

Price \$ _____ Portion size _____ oz.

Description, ingredients and preparation

Item _____

Price \$ _____ Portion size _____ oz.

Description, ingredients and preparation

Item _____

Price \$ _____ Portion size _____ oz.

Description, ingredients and preparation

EQUIPMENT & ELECTRICAL NEEDS

Item _____ Voltage _____ Amperage _____

Item _____ Voltage _____ Amperage _____

Item _____ Voltage _____ Amperage _____

REPLY

Please mail completed applications by
Feb. 15, 2010 to:

D & W Events, Inc.
Food Vending Application
3417 R.F.D.
Long Grove, IL 60047

DEADLINES

Timeline

Feb. 15: Application postmark

March 1: Notification of acceptance

March 15: Signed contract & full payment

*April 15: Copy of insurance & application
due to D & W Events*