Food Vending Application

Sizzlin' Summer Kickoff

Saturday, June 20th 2020 * 6PM - 10PM

Exchange Street/Lincoln Street/Equal Rights Heritage Center/Downtown Auburn

The City of Auburn and the Downtown Auburn BID are pleased to invite you to participate in our 5th Annual Sizzlin' Summer Kickoff. There will be live music, art & craft vendors, plus food and beverage sales. The event will be on Exchange Street, Lincoln Street (portion closed to traffic) and outdoors at the Equal Rights Heritage Center, in the center of downtown Auburn.

Food Sales

All food vendors will keep 100% of sales as this is an opportunity for you to showcase your best products and to market your business to the community at large. Please feel free to share your menus and advertisements about your organization at the event as it is designed to promote local businesses. This event will be held rain or shine.

2020 REGISTRATION REQUIREMENTS

There is a **$50 vendor registration fee** due at time of registration. The registration fee is **REFUNDABLE** in full provided the food vendor shows up to the event and is operation until at least 8:30PM.

Participating food vendors must obtain a Temporary Food Service Permit from Cayuga County Health Department in advance of the event (unless vendor already has an Annual Food Service Permit issued by Cayuga County Health Department). This permit must be displayed at all times during the event.
A PDF of the application is attached or can be downloaded at:
http://www.cayugacounty.us/Portals/0/environmental/temp_food_application.pdf

You must return the original completed Temporary Food Service Application, required supporting documentation and check for $30, to Cayuga County Health Department, 8 Dill Street, Auburn. (Entrance is located near the old Bank of America drive-thru.) If you have questions about the County's food permit, please contact Duane Ross at 315-253-1536, or other County staff in that department.

Please mail or hand-deliver the following documentation ATTN: **Kim Bauso, City of Auburn DPW, 24 South Street (basement), Auburn, NY 13021** by the **June 5th, 2020 deadline**:

1. Completed **registration form.**
2. **$50 vendor registration fee** (cash or check payable to City of Auburn, fully refundable)
3. Copy of **Certificate of Liability Insurance** listing the **City of Auburn** as additional insured for June 20, 2020.

If you have any questions please contact **Kim Bauso** at **315-255-4737** or email **kbauso@auburnny.gov**

Booth Spaces: Booth spaces are approximately **10-feet wide by 10-feet deep**, available to vendors. Food truck vendor spaces are approximately **30-feet wide by 15-feet deep**. All exhibitors are expected to bring their own display units, materials, tables, chairs, tents, panels, covers, fire extinguisher, etc. Vendors are encouraged to bring a 10' x 10' pop-up tent. Vendors are responsible for keeping booth(s) clean and orderly during and after the show. **Electricity is not available**. You must bring your own power source.

Set-up on June 20th 2020 between 4:30-5:30PM

*City will provide trash and recycling containers, restrooms, and hand wash stations.

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REGISTRATION FORM

Restaurant/Organization_____

Name_____Address_____

Cell _____ Email _____

I plan on selling/serving the following food/beverage items (if known at this time): _____

_____

VENDOR AGREEMENT (Please read and sign)

As a vendor, I agree to the requirements outlined above. The undersigned will indemnify the City of Auburn safe from any and all liability arising out of the action taken by the undersigned or any third party in conjunction with the use or occupancy of the space assigned to the exhibitor, whether such liability be the result of the negligence, active or passively of the undersigned, its officers, agents & employees and from all cost & expense including attorney's fees incurred in litigation or handling of such claims.

Nothing contained in this agreement or in any prior or any subsequent negotiations shall entitle the exhibitor to any specific space and The City of Auburn, retains the right to position the vendor space with regard to the overall event plan, to make any necessary changes therein. I have read the vendor requirements and I agree to abide by them. I agree that the City of Auburn and Downtown Auburn BID will not be held responsible for any theft or loss of property.

Vendor Signature: _____**Date:** _____