

# 2012 FLAGSTAFF ROUTE 66 DAYS VENDOR APPLICATION

## September 7-9, 2012

Business Name			
Contact Name		Title (owner, manager, etc.)	
Mailing Street Address			
City		State	Zip Code
Business phone (daytime) (     )	Cell phone (     )	Fax (     )	Home phone (evening) (     )
Email address/Website address		<b>Tax Identification #</b>	
<input type="checkbox"/> Arts & Crafts Vendor All types of arts and crafts produced by vendor	<input type="checkbox"/> Car Show Products Vendor Products oriented to the car show world	<input type="checkbox"/> Gourmet Food Vendor* Single item snack such as kettle corn, nuts, lemonade <i>County permit required – see below</i>	<input type="checkbox"/> Food Vendor* Food and drink prepared for general public consumption <i>County permit required – see below</i>
<b>PHOTOS REQUIRED</b>			
Include a photo of your booth (all). Also include photos of a sample of your products (not necessary for food). Photos will not be returned.			
Describe the type of products that you sell.			
<b>FOOD VENDOR ADDITIONAL INFORMATION</b>			
List <b><u>all</u></b> food items to be sold (or attach menu) to prevent duplication of menus.			
<p><b>*FOOD SERVICE PERMITS for all FOOD AND GOURMET VENDORS:</b> You are required to obtain and display all necessary permits and/or licenses in order to operate on Flagstaff Route 66 Days grounds. If you are forced to close by a government agency for failure to obtain or display your necessary permits and/or licenses, Flagstaff Route 66 Days is not liable and will not refund ANY fees. At least 10 days before the event, contact the following to obtain a Temporary Food Service permit:</p> <p style="text-align: center;">Coconino County Environmental Health  <a href="http://www.coconino.az.gov/envhealth.aspx?id=710">http://www.coconino.az.gov/envhealth.aspx?id=710</a>            2500 N. Fort Valley RD. Bldg. 1            Flagstaff, AZ 86001            (928) 226-2710 or (877) 522-7800</p>			

***Applications postmarked by August 1, 2012 receive early-bird pricing!***

For more information contact:

Mark Strango  
 928-699-3878  
 Mark.rt66carclub@live.com

John Fajardo  
 928-451-1204  
 Rt66johnny@hotmail.com

# VENDOR SPACE COST WORKSHEET

**Space is limited and will be granted by the representatives of the Route 66 Car Club. All applicants will be reviewed for product quality, product type, and booth adherence. SUBMISSION OF APPLICATION AND FEES DOES NOT GUARANTEE A SPACE.**

**Vendors will be sent a confirmation notice after selection.**

**\$15.00 City of Flagstaff tax fee included in prices.**

Booth Category	Size	Early <i>Postmarked by</i> <b>Aug. 1, 2012</b>	Late <i>Postmarked after</i> <b>Aug. 1, 2012</b>	Amount
<b>Arts &amp; Crafts, Gourmet or Car Vendor</b>  Space only – <u>no trailers</u>	10x10	\$95	\$150	
	10 x 20	\$145	\$200	
	Bigger – See below*	Additional \$25/10 feet		
<b>Arts &amp; Crafts, Gourmet or Car Vendor</b>  Trailers	Up to 20 feet in length	\$200	\$225	
	Bigger – See below*	Additional \$25/10 feet		
Size of trailer-total footprint you need including tongue, ramps, truck, display, etc. Trailers are parked nose to tail. Rear door serving requires extra 10 feet. Designate location of serving (side, back, etc.)	Length	Width	Awning <input type="checkbox"/> yes <input type="checkbox"/> no  Service location: _____	Awning dimensions L _____ W _____
<b>Food Vendor</b>	Up to 10 x 20	\$275	\$300	
	Bigger – See below*	\$30/10 feet		
<input type="checkbox"/> <b>Electricity</b> <input type="checkbox"/> I need an electric hook up. Hook ups are limited. Food vendors will have priority. <b>Additional electrical assistance will require a \$50.00 per hour charge.</b>	<input type="checkbox"/> 110	Total Amps	\$35 for 110V	\$60 for 220V
	<input type="checkbox"/> 220			
List the items/appliances you intend to run. (i.e., lights, refrigerator, etc.) and type of plug used (photo of plug type is desirable).				

\* **Bigger** – For every 10 feet, or portion thereof, over the 20 foot space, add \$25 (\$30 for Food). Examples:  
 ♦ 23 feet (3 feet over 20) add \$25 (\$30 for Food)      ♦ 30 feet (10 feet over 20) add \$25 (\$30 for Food)  
 ♦ 35 feet (15 feet over 20) add \$50 (\$60 for Food)      ♦ 45 feet (25 feet over 20) add \$75 (\$90 for Food)

Payment by personal or business check, cashiers check or money order only. Make check payable to:

**ROUTE 66 CAR CLUB**

Mail to:

**ROUTE 66 CAR CLUB  
c/o Mark Strango  
PO BOX 30066  
FLAGSTAFF, AZ 86003**

**Refunds:** If you must cancel, please notify us by mail. If notice is received by August 16, 2012, you will receive a refund, minus a \$25 processing fee.

***No refunds after August 16, 2012. Read and Sign terms on next page & mail with application.***

# VENDOR TERMS AND CONDITIONS

Please read the following and sign below to indicate your agreement to abide by & follow the terms and conditions listed.

1. The Route 66 Car Club ( Flagstaff Route 66 Days ) reserves the right to:
  - a. Accept or reject any application; this application does not guarantee a space.
  - b. Review and select vendors based upon products, product quality and appropriateness for the event.
  - c. Expel any vendor who violates the conditions within this document.
  - d. Change, modify or cancel the event at any time.
2. All vendors agree to follow all laws, ordinances and regulations pertaining to health, fire prevention and public safety.
3. Route 66 Days is a two day event for exhibitors:
  - a. Friday setup Vary - Notification of Times and Location of Booth to be sent with Verification
  - b. Saturday setup 5:00 am to 7:00 am
  - c. Saturday Exhibit hours 8:00 am to 6:00 pm
  - d. Sunday Exhibit hours 9:00 am to 3:00 pm
4. Vendors are expected to keep their booths open for these hours. **Vendors should not leave on Sunday until released by event personnel.** Early teardown could be grounds for expulsion from next year's event.
5. The City of Flagstaff **does not** permit stakes being driven into the ground. **Weights for tents are required – no exceptions**
6. Vendors must prevent damage to the booth area and surrounding foliage. Ground matting is required if located in park.
7. Vendor shall not encroach on other vendor spaces which could result in expulsion from the event.
8. Vehicle parking is not allowed in the vendor area unless part of the approved booth.
9. Any wheeled booth will be required to park on pavement and cannot be setup in grass areas.
10. Security will be provided at night beginning at 6:00 pm. Agents are not responsible for any loss, theft or damage.
11. All business or other activity, for which the vendors have rented space, must be conducted within the designated booth space only. No distribution, canvassing, flyers nor vending of any kind may be done by strolling through the festival grounds.
12. Consumption of alcohol by vendors is prohibited at their booth. Under no circumstance are controlled substances allowed or tolerated on the site. Anyone with controlled substances is subject to immediate expulsion and / or arrest.
13. Operators of **ferris wheels** must submit an **Insurance Certificate of Liability** one month prior to event –minimum \$1,000,000 per occurrence.

## ADDITIONAL TERMS AND CONDITIONS FOR FOOD VENDORS

1. Vendors **must** obtain and **possess a Coconino County Health Department operator's permit**. Food vendors must meet and follow all Coconino County Health Department guidelines regulating public health and sanitation. THE HEALTH DEPARTMENT MAY BE PRESENT THE DAY OF THE FESTIVAL.
2. Vendors **must submit Insurance Certificate of Liability** at least one month before event—minimum \$1,000,000 per occurrence.
3. Vendors **must submit a site plan** with application indicating placement of materials relative to open flames, etc.
4. Vendors must post prices legibly and visible to the general public at all times.
5. Food vendors must have proper fire extinguishers with current certification.
6. All food must be contained and stored within the allotted space provided and off the ground.
7. If special vehicles are needed for storage, Route 66 Days must be notified with this application for their review and prior approval.
8. Standard Flagstaff Route 66 Days trash containers may not be utilized for food waste. Food waste must be properly disposed of, i.e., grease and oil dispensers. **A \$50.00 waste fee will be assessed if all clean up and disposal is not completed.**
9. Any grease drops on landscaping and lawns will be grounds for immediate dismissal from current and future events.
10. All food vendors are required to sell only show sponsored beverages/soda. You will be notified by August 2, 2011 who the beverage sponsor for the 2011 show will be.

**I HAVE READ THE ABOVE TERMS & CONDITIONS FOR FLAGSTAFF THE ROUTE 66 DAYS EVENT. I AND ALL PERSONS ASSOCIATED WITH MY BUSINESS / ORGANIZATION SHALL COMPLY WITH THE TERMS AND CONDITIONS HEREIN.**

, 2012

Date

Business name

Print name

Signature

Check that these are completed :

Photos enclosed  Payment enclosed  Application signed  Site plan enclosed