



**END HUNGER DRAGON BOAT FESTIVAL FOOD VENDOR APPLICATION &
GUIDELINES JUNE 8, 2024 – 9am to 2pm**

\$230.00 Fee per 24 ft wide x 10 ft deep space

Your vendor fee is a donation to End Hunger in Calvert County.

*****ELECTRIC ADDITIONAL***** Please use the Electrical Request Form to compute your electrical needs and return the form along with your completed application.

Spaces: _____ x \$230.00 per space = \$ _____

Electric: _____ x \$100.00 per unit = \$ _____
(From Electrical Support Request Form)

GRAND TOTAL \$ _____

ALL APPLICATIONS ARE DUE BY 4:30PM ON MONDAY, JUNE 3, 2024, OR UNTIL SPACES ARE FULL. NO APPLICATIONS WILL BE CONSIDERED AFTER THAT DATE.

VENDOR NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

HOME PHONE: _____ **BUSINESS PHONE:** _____

CELL PHONE: _____ **EMAIL:** _____



Guidelines:

- Please make checks payable to the End Hunger In Calvert County and mail your application, payment, menu/food list, and photo to: End Hunger Dragon Boat Festival 2024
Attn: Megan Rollins
End Hunger In Calvert County
P. O. Box 758
Huntingtown, MD 20639
- Payment should be submitted with your application. **All applications should be received no later than 4:30 pm on Monday, June 3, 2024, NO APPLICATIONS WILL BE CONSIDERED AFTER THAT DATE.** All checks should be made payable to End Hunger In Calvert County, Credit Card payments are accepted at the End Hunger In Calvert County with a 3% fee included.
- A silent generator may be allowed. Written prior approval is required. The Town of North Beach reserves the right to reject a generator for noise or size.
Attn: Stacy Milor
PO Box 99, 8916 Chesapeake Avenue
North Beach, Md 20714
Email: northbeach@northbeachmd.org
- Please attach a menu or list of foods that will be sold along with prices.
- Photo of the booth and/or trailer is mandatory.
- All units larger than 16 feet must arrive by 6 am to set up. It is preferred for food vendors to bring in their trailers the day prior. No vendors will be able to bring their trailers until the First Friday Event has ended and all previous vendors have cleared the area. Please contact Megan Rollins at End Hunger In Calvert County to make these arrangements by calling 410-257-5672 or by email at dragonboat@endhungercalvert.org
- All food vendors are required to meet all the requirements and regulations of the Calvert County Health Department. Any questions concerning the requirements of the Health Department should be forwarded to them directly at 301-855-1353. Any payments required by the Health Department shall be directly submitted to the Calvert County Health Department. • All vendors must be set up by 8 am and taken down by 7 pm.
- All vehicles must be off the street by 8 am unless it is part of the vendor display. The vehicle size must be included in the size of the space ordered.
- No trash is to be left on the street. Each vendor is responsible for removing ALL their own trash and placing it in the provided dumpster by End Hunger. No oil of any kind is to be dumped on the street. There will be trash containers available to dispose of your trash and oil throughout the day.
- Maryland Sales Tax is 6% and must be collected and reported by the vendor to the State of Maryland. The vendor list will be mailed to the State of Maryland.
- A Certificate of Insurance is required for all food and beverage vendors for this festival and the Town of North Beach should be listed as the Certificate Holder.
- Vendors shall indemnify and hold harmless the Town of North Beach and as well as their officials, employees, and agents from any and all liabilities, judgments, settlements, losses, costs, or charges (including attorney fees) incurred by



the Town of North Beach or any of its officials, employees or agents as a result of any claim, demand, action or suit relating to any bodily injury (including death), loss or property damages caused by, arising out of, related to or associated with the use of the property or the participation of the vendor or by the vendor's employees, agents or invitees, in the End, Huger Dragon Boat Festival 2024.

- Vendor is responsible for himself/herself and his/her employees, his/her subcontractors, materials, equipment, and all insurance to protect himself/herself and/or others as well.
- Payment will be refunded, if by necessity the vendor must cancel, provided End Hunger In Calvert County has been notified prior to **June 1, 2024**.
- Vendor is responsible for bringing your own tables, chairs, tablecloths, and plastic covers or something to keep your merchandise dry in case of rain. THIS IS A RAIN-OR-SHINE EVENT. Tents or canopies may be used and must be secured for safety and to avoid injury or damage to property and/or patrons. Vendors are required to make immediate safety changes when directed to do so by Festival or Town of North Beach personnel.
- All vendor inquiries concerning the End Hunger Dragon Boat Festival should be directed to Megan Rollins at 410-257-5672 or dragonboat@endhungercalvert.org
- **All space assignments are final.** Spaces are assigned based on the items sold. THERE WILL BE NO REASSIGNMENTS.

I, THE UNDERSIGNED, AGREE TO COMPLY AND ABIDE BY THE GUIDELINES DEFINED ABOVE FOR THE END HUNGER DRAGON BOAT FESTIVAL.

NAME: _____

SIGNATURE: _____

DATE: _____

BEST WAY TO BE CONTACTED: _____

FOR OFFICE USE ONLY

ACCEPTED AS A FOOD VENDOR IN THE END HUNGER DRAGON BOAT FESTIVAL.

BY: _____

Megan Rollins, End Hunger Calvert County

Date