

RIVERFEST 2016
Food Spaces
Saturday, June 25, 2016
11:00 am – 10:00 pm

Agreement to Participate

By this agreement duly signed _____
officially confirms its participation in the RIVERFEST activities on June 25th, 2016 presented
by The Conway Chamber of Commerce.

It is agreed that all rules and regulations attached to this agreement are a part thereof and that no
agreement other than those contained herein shall be binding upon the parties unless in writing
and signed by an official of the Conway Chamber of Commerce.

Date _____

Business Name _____

Address _____

Telephone _____ Fax _____

Signature _____ Title _____

Printed name _____

Entry Fee: \$200 (Conway Area Chamber of Commerce Members)
 \$400 (Non-Chamber Members)

The City of Conway requires participating restaurants/vendors to obtain a “Special Event”
license. This license is \$5.00 and is good for this event only. (If you currently have a current
City of Conway Business License you are not required to obtain this special license.)

_____ I currently have a City of Conway Business License.

_____ I will need to obtain a “Special Event” license.

Enclosed is \$5.00 for this license. (Please make check payable to Conway Chamber of
Commerce.)

DEADLINE FOR ENTRIES: May 2nd, 2016

Menu

I am planning to serve:

	Portion/Size	Price
Item 1	_____	_____
Item 2	_____	_____
Item 3	_____	_____
Item 4	_____	_____

The Riverfest Committee/Conway Chamber of Commerce requires this information to assure each vendor profitable revenues as well as to ensure minimal duplication of menus and for use in promotion of the event. The number of vendors selling the same type of food will be limited. Applications will be accepted on a first-paid, first considered basis. Food vendors' spaces are available in the following event venues:

- I. **Area One/Stage One:** located at the Riverfront Park on the peninsula by the Conway Marina at the end of Elm Street. 3PM-10PM

Number of Food Vendors: 6

(Since most types of vehicular traffic is prohibited on the park grounds, City staff and volunteers will be on hand with special trailers to help transport your equipment, etc. *(For further explanation, call the Chamber at 248-2273.)*

- II. **Area Two/Stage Two:** located on Marina Drive. 11AM – 7PM – these vendors will be required to have their own generators.

Number of Food Vendors: 6

Please indicate your preference of where you wish to be located:

_____Area One

_____Area Two

All food vendors will be assigned their spot on a first come, first served basis, while some duplication of items may happen (hot dogs, pizza, etc.), we will do our best to eliminate this problem. Instead, the first vendor wishing to serve a particular food item to return their completed application and check along with their preference of Area I, will be given Area I. Other vendors serving the same food item would be assigned to the other areas, and so on.

Note: No alcoholic beverages or souvenirs may be sold by a participating vendor. This year food vendors CAN sell soft drinks and water products. The Conway Chamber of Commerce will be selling, or contracting these items as a fundraiser to help off-set expenses of the festival.

All food vendors are required to provide grease catchers for equipment so no grease is spilled onto festival grounds.

Each restaurant will be provided a 10' (across the front) X 20' (deep) space and will be responsible for removing any and all display items or other materials brought to the site. Riverfest Committee will designate the location of all vendors. If additional space is required, there will be a minimum additional charge, but we are willing to work with you. We must, however, know of all your requirements in advance or you will not be permitted to set up and

you will not be given a refund. *If you show up with any changes in what you have stated and agreed upon, you will not be permitted entry and no refund will be made.*

All vendors must be set up and all vehicles must be out of the Riverfront Park festival area by 1:00 P.M. and will not be permitted back in until 10:30 P.M. or all pedestrian traffic has cleared. Each of the areas will have volunteers on hand with golf carts should you need help in restocking your supplies, etc. Under no circumstances, will you be permitted to come and go beyond the rules/times as stated above.

We want to make this event profitable and successful for everyone, and will do our utmost to please as many people as possible. We do ask, however, that you read all the rules and regulations so that there will not be any surprises. Should you have any questions, please feel free to call the Chamber at (843) 248-2273.

Thank you and we look forward to seeing you at RIVERFEST.

I agree to all provisions of this contract:

Restaurant Name_____

Signature_____Date_____

ELECTRICITY

Marina Drive: Each vendor will be required to provide their own generator power source.

Riverfront Park Area: The festival will provide one 110-volt double outlet (with a minimum 20 amps per outlet) per 10 X 20 ft. space. Each vendor will need to supply their own extension cords to the outlet boxes/generators where appropriate. **We do suggest vendors have a generator/ alternate power source for backup, as power is dependent upon availability and amp requirements/usage the day of the festival.**

For your information:

Amperage requirements for specific equipment are estimated below:

Refrigerator – 5 amps

Toaster – 4 amps

Microwave – 3 amps

Hot Box – 10 amps

Any extraordinary needs will need to be discussed as soon as possible.

I will be using the following equipment:

Item:_____ Amperage:_____

Item:_____ Amperage:_____

Please mark your electrical requirements for equipment:

_____ 110 amp

_____ 220 amp

_____ gas

Please return by May 2nd, 2016 to:

**Conway Chamber of Commerce
PO Box 831
Conway, SC 29528**

FOR OFFICE USE ONLY:

Approved by:_____ ***Date Received***_____ ***Assigned Area/Space***_____

TERMS OF PARTICIPATION AGREEMENT

(Food Spaces)

1. **Space:** Spaces will be assigned on a first come, first served basis as determined by the Riverfest Committee. Each restaurant will be provided a 10' wide (across the front) X 20' deep space. If additional space is required, there may be a minimum additional charge. Advance notice must be given for any additional space requirements or the vendor will not be allowed to set up and no refund will be given. Vendors will be required to provide all tents, manpower, tables, chairs, etc. which they may need.
2. **Opening and Closing Dates of Riverfest:** The participating restaurant must be set up and be completely operational by 10AM at Marina Drive and operate till the close of that section at 7PM and by 1:00 P.M. at Riverfront Park on Saturday, June 25th, 2016 and continue to operate until the close of the Riverfront Park activities at 11:00 PM. No vehicles will be allowed on site after 1:00 P.M. and prior to 11:30 PM respectfully. **This requirement will be strictly enforced by the Police at our request.**

The participating restaurant shall be responsible for removing all of its equipment, fixtures, inventory and other property from its booth.

3. **Decoration of the Space:** The participating restaurants are encouraged to decorate each space in a manner either consistent with the theme of their establishment or utilizing a patriotic theme. All decorations should be flameproof.
4. **Use of Food Space:** The participating restaurant shall sell at its tasting center only the food items reported to the Committee in the Requirements and Provisions Form. ***No alcoholic beverages, or "glow in the dark" products or souvenirs may be sold by a participating food vendor. Failure to abide by this term will result in the immediate closing of your space and no refund will be issued.***

The participating restaurant shall sell food items at its appointed space only.

The participating restaurant shall provide adequate personnel for the operation of its booth during normal operating hours.

The participating restaurant shall comply with rules and regulations of the City of Conway and the State of South Carolina, and the participating restaurant agrees to hold harmless the Conway Chamber of Commerce, its officers, directors, representatives, employees and agents from any penalties, fines, costs, expenses or damages from the participating restaurants failure to do so.

5. **Care of the Space Area:** The participating restaurant shall maintain its space area in a neat, safe and orderly condition. The participating restaurant shall remove all rubbish and trash from its space area as needed.

Food vendors are required to provide grease catchers for equipment so no grease spilled onto festival grounds.

The participating restaurant shall surrender its space to the Conway Chamber of Commerce at the end of the activities in the same condition as when the participating restaurant initially occupied the space.

The participating restaurant shall be responsible for all damage by its employees, patrons or guests to its space area during its occupancy thereof, and shall pay to the Conway Chamber of Commerce such amount as shall be sufficient to restore such space to the same condition as when the participating restaurant initially occupied the same.

6. **Setting up and Dismantling Area:** The participating restaurant shall be responsible for setting up and removing its own equipment, fixtures, inventory and other property. The Conway Chamber of Commerce shall be responsible for cleaning up used serving items and other trash in the common area during the event. Each area will have volunteers on hand with golf carts should you need help in restocking your supplies, etc. Under no circumstances, will participants be permitted to come and go beyond the rules/times as stated. Again, this requirement will be strictly enforced so please arrive on time.
7. **Storing Area:** The participating restaurant shall be responsible for receiving and storing its food and related items.
8. **Liability:** The Conway Chamber of Commerce, The City of Conway, Horry County, Burroughs Company, Inc. nor any adjacent property owner shall not be liable for any loss or damage to the property of the participating restaurant, or of its representatives, employees, agents, patrons and guests, because of fire, robbery, accidents or any other cause whatsoever that may arise from the participating restaurant's use or occupancy of its space. The participating restaurant agrees to indemnify and hold harmless the Conway Chamber of Commerce and its officers, directors, representatives, employees and agents, the City of Conway and its officers, directors, representatives, employees and agents, Horry County and its officers, directors, representatives, employees and agents, Burroughs Company, Inc. and its officers, directors, representatives, employees and agents, against any and all claims of any person whomsoever from the acts or omission of the participating restaurant, its representatives, employees, agents, patrons or guests.
9. **DHEC:** Representatives from the Department of Health and Environmental Control will be in attendance. It is the responsibility of the participating restaurant to be in compliance with state rules and regulations.
10. **Failure to Hold Riverfest:** In the event that Riverfest is not held for any reason whatsoever, the participating restaurant hereby releases Conway Chamber of Commerce and its respective officers, directors, representatives, employees and agents, from any and all claims for damages, which might arise in the consequence of Riverfest.
11. **Sub-letting or Assignment:** The participating restaurant shall not sublet or assign its space, in whole or in part, without first obtaining the written consent of the Conway Chamber of Commerce.
12. **Miscellaneous:** The Conway Chamber of Commerce reserves the right to approve the menu to be used, the price to be charged for each item and any other activity by the participating restaurant at its space.

Business: _____

Signature: _____

Printed Name: _____

Date: _____