



Eagle River Area Chamber of
Commerce & Visitors Center
201 N Railroad St.

P.O. Box 1917

Eagle River, WI 54521-1917

Address Service Requested



**Saturday and Sunday
October 2nd & 3rd, 2010**

**Auxiliary Food
Vendor
Application**

Welcome To Cranberry Fest— Eagle River, WI

Dear Auxiliary Food Vendor,

It is our pleasure to extend to you an invitation to participate as an Auxiliary Food Vendor at Cranberry Fest in Eagle River, WI. Our event was created 31 years ago to celebrate the harvest of Wisconsin's State Fruit—the Cranberry. Each year over 40,000 people attend this event.

Enclosed please find an application to be an Auxiliary Food Vendor at Cranberry Fest. We select vendors based on the quality and variety of foods, space availability, festival experience and past relationship with Cranberry Fest. We select vendors as to create a non-competitive atmosphere with our local organizations and not to duplicate other Auxiliary Food Vendors. We prefer cranberry related food items, specialty foods and ethnic foods.

Again, we welcome and look forward to your application to the 31st Annual Cranberry Fest.

On behalf of the 31st Annual Cranberry Fest Committee,

Kim Emerson—Events Coordinator

Food Items: Snack/Specialty/Ethnic Items

Items sold **must** be different than items sold by local community service organizations inside the Cranberry Fest Food tent and different from other Auxiliary Food Booths. **NO duplications.** **What you list on your application and are approved for, is what you will be allowed to sell.** Items should be cranberry related, specialty foods and/or ethnic foods.

Please avoid the following items at your food booth.

Foot long hot dogs, porkette sandwiches, hamburgers, brats, chicken breast sandwiches (with or without cranberry sauce), cranberry sauerkraut meatballs, baked beans, potato chips, chicken and rice soup, caramel apples, chili, coffee, milk, cold cranberry juice, hot-spiced cranapple drink, soda and hot chocolate.

Cranberry Fest is a community effort to raise money for the Eagle River community and its not-for-profit organizations.

Cancellation Policy

Fees must be included with completed application and are non-refundable after notification of selection.

Event Questions

For further information, please feel free to contact Kim Emerson—Events Coordinator—Eagle River Area Chamber of Commerce at (800) 359-6315

Food License— for questions regarding food licensing and serving procedures contact:

Northern Regional Office/Bureau of
Public Health
2187 N. Stevens, Suite 3
Rhineland, WI 54501
715-365-2700

Rules & Regulations

- Each vendor must bring with them enough product to be operational during the entire event.
Saturday: 9:00am—4:00pm & Sunday: 9:00am—3:00pm
- Your business must follow all health code guidelines as set according to the Wisconsin State Department of Health.
- Vendors are permitted to sell only the food items they have submitted and have been approved to sell during the event. Items presented for sale at the event that have not been submitted and approved may be removed at discretion of the Cranberry Fest Committee.
- Vendors are responsible for the proper disposal of all their own waste. Please take items to the nearby dumpster. Dumping of any kind of grease or food waste on the grounds will not be allowed and is grounds for immediate dismissal.
- **NO ANIMALS** (dogs, cats, etc.) allowed on Vilas County Fairgrounds according to the Vilas County Animal Ordinance #19.08. This ordinance will be strongly enforced by the Vilas County Sheriff's Department and Cranberry Fest Personnel.

Cranberry Fest



Auxiliary Food Vendor Information



Event Dates & Times

Event Date: (Rain or Shine)

Saturday, October 2, 2010 9:00am—4:00pm

Sunday, October 3, 2010 9:00am—3:00pm

Event Set Up:

*Friday, October 1, 2010 Noon—4:30pm

***(Required set-up date for those needing electrical service. Please be sure to make your own appointment by calling Eagle Electric at 715-477-1810—Nick Vugrinec)**

Saturday, October 2, 2010 6:00am—8:30am

Event Clean Up:

Sunday, October 3, 2010 3:00pm

- **Vendors MAY NOT tear down or bring vehicles on to festival grounds until after 3:00pm on Sunday.**

Application Deadline

Applications with full payment and required paper work must be returned to the Eagle River Area Chamber of Commerce and Visitors Center. Booths will be approved as they are received and until all the available booths are filled. Preference is given to those in good standing from the prior year.

If you would like to be removed from our mailing list please call us at 800-359-6315.

Thank you,

Booth Space Information

\$325 Non-Eagle River Chamber Members

\$275 Eagle River Chamber Members

Booth spaces are 12'x12' in size. If you have a trailer larger than or need more than a 12'x12' space, you will need to pay for 2 spaces. (Booth fees to Eagle River Chamber Members are discounted.)

Electrical Fee — \$75

If you need electricity, there is an additional charge of \$75. **Electrical service is available in 120 volts—2,000 watts—20 amp circuit**—Other electrical needs by request and their may be additional costs to you.

NOTE:If you are using electricity, you must schedule an appointment for your electrical hook up to take place on Friday, October 1, 2010 between the hours of Noon - 4:30pm. To schedule call Nick Vugrinec of Eagle Electric at 715-477-1810. Please address all electrical questions to Nick.

Due to noise, NO generators will be allowed.

Placement of booths will be determined by the Cranberry Fest Committee. Vendors must fill out the Auxiliary Food Booth Application form and pay all rental fees in advance. You will be notified by mail if you have been accepted. If you are not accepted, your application fees will be returned to you.

Permits/Insurance/Licensing

- All vendors must provide Cranberry Fest with an up to date:
 - **copy of your valid Wisconsin Seller's Permit**
 - **copy of your food license**
 - **copy of your general liability/equipment insurance coverage**
 - **a letter stating that your cord service has been inspected and the date it was last inspected (cords must be service duty rated for rough service)**

You may obtain a Wisconsin Seller's Permit by contacting the Wisconsin Dept. of Revenue, Income, Sales, Inheritance & Excise Tax Division, P.O. Box 892, Madison, WI 53708 or call (608) 266-2776.

Liability/Equipment Insurance Coverage—food product liability insurance as well as equipment liability insurance with limits no less than \$1,000,000 must provide coverage for liability to customers and all other third parties and their property. Up to date certificates of insurance must be provided to the Eagle River Area Chamber of Commerce/Cranberry Fest prior to September 1, 2010 and include the Eagle River Area Chamber of Commerce as covered on the policy.

Note: The Eagle River Area Chamber of Commerce/Cranberry Fest has the right to refuse electrical hook up to cords deemed not serviceable.