

2018 Lutheran Fall Festival

Food Vendor Information



EVENT DATES:

Saturday, September 15, 2018

LOCATION:

Fredericksburg, Marktplatz

TIME:

Set up: Saturday 7:00 am—8:00 am

All Food Vendors Open: 10:00 am—5:00 pm

Take-Down: Saturday 5:00 pm—6:00 pm

MAILING ADDRESS:

Cross Trails Ministry

Re: Fall Festival

391 Upper Turtle Creek Road

Kerrville, Texas 78028

BENEFITTING:

- ⇒ Funds raised at the Fall Festival go to Cross Trails Ministry, a non-profit 501c3 organization.
- ⇒ This year the funds will go to improve the sites of Camp Chrysalis and Ebert Ranch Camp. These year round ministry sites serve as the primary locations of a ministry that reaches over 5,000 people annually in summer camps, retreats and expeditions.

DEPOSITS & REGISTRATION:

- ⇒ The deposit for each space is a \$50 deposit.
You will receive the deposit back after the event if all terms are met in this contract.
- ⇒ All food vendors must hold a Gillespie County Annual or Temporary Health Permit that is valid at the time of the Fall Festival. You are responsible for obtaining this permit, as well as for abiding by all Health Department rules and regulations during the event. You must provide us with a copy of this permit at least one week prior to event and have one on display for your entire service time.
- ⇒ Electricity can be provided to each food truck, however vendors must supply their own extension cables. Please note that only 110 is available on Marktplatz.
- ⇒ Your space is reserved when payment is processed by Cross Trails Ministry. Spaces will be assigned on the weekend of the event as vendors arrive. This is due to the nature of the Marktplatz. Positions closer to the street will need to be filled in first due to vehicle access in getting on and off the plaza.

SET-UP:

- ⇒ Truck or booth set-up Saturday September 15th from 7:00-8:00 am. Cross Trails Ministry staff will be available to help guide vehicles into place during these times.
- ⇒ Access to bring food trucks and booths onto the Marktplatz is on Austin Street.
- ⇒ All booths must be set up and trucks must be in place by 8:00 am on Saturday. Vendors **not** in the process of setting-up by 7:30 am on Saturday, September 15 will be considered a “no-show” and their space will be forfeited.

SERVING:

- ⇒ We require that you are ready to serve food by at least 10:00 am and stay open until 5:00 pm. All trucks and booths must close by 5 pm and be off the Marktplatz by 7pm, so plan accordingly!

VENDOR RESPONSIBILITY:

- ⇒ Food Vendors are responsible for their set-up and take down. This includes food trucks, tables, trash cans, equipment and all signage related to their booth.
- ⇒ Vendors assume all responsibility for complying with tax and licensing laws.
- ⇒ According to the Gillespie County Health Department, **ALL** vendors with food products must have a food permit for the day of the Fall Festival. Your food permit must be posted in a place for customers to see.
- ⇒ **ALL** food vendors must abide by the policies and procedures established by the Gillespie County Health Department. This includes sanitation and proper food handling.
- ⇒ Food Vendors agree not to play music, live or recorded, or use loud speakers in their booths.
- ⇒ Food Vendors agree not to display images or products that are contrary to the family environment of the Fall Festival.
- ⇒ All Trash must be taken to the marked receptacles. NO trash or trash bags may be left on the property.
- ⇒ Food Vendors must take caution not to damage the Marktplatz with the positioning of their food trucks. Any damage to walkways, walls or permanent structures on the Marktplatz caused by a vendor is to be taken care of by the vendor at their expense and directly with the city of Fredericksburg.
- ⇒ By applying to become a food vendor with this Lutheran Fall Festival, vendors agree with the terms and conditions stated on this form.

FACILITIES:

- ⇒ Smoking is **not** permitted in the festival area or anywhere on the Marktplatz the day of the Fall Festival.
- ⇒ Restrooms are available and a diagram of the property will be provided the day of the event.

DEADLINES:

- ⇒ We will accept food vendors until our space is full.
- ⇒ Vendor space will be reserved in the order in which all required information and payment is received.
- ⇒ Refunds for up to one half of the fee must be requested in writing. No refunds for cancellations will be provided after September 6th.
- ⇒ You will get your deposit back if you follow all terms listed in this contract. Checks will be mailed within two weeks after the event, no later than October 1, 2018.



Cross Trails Ministry

Lutheran Camp Chrysalis * Ebert Ranch Camp * Summer Camp * Retreats
www.CrossTrails.org * (830) 257-6340 * 391 Upper Turtle Creek Road * Kerrville, TX 78028

2018 Lutheran Fall Festival

Food Vendor Registration



Welcome! Please complete the following information and return it to Cross Trails Ministry as soon as possible to secure your food booth or truck location. Registration for food vendors takes place on a first come first served basis and we require this form and payment be turned in to complete the registration process. You will also need to send us a copy of your Gillespie County Annual, or Temporary Food Permit, at least one week before the event, and have it on display at the event. If you have any questions, please contact Kelly Krupicka at (830) 257-6340 or Kelly@crosstrails.org.

General Info:

Name of Booth/Truck _____

Contact Name _____

Address _____ City/State/Zip _____

Business Phone _____ Cell _____

E-mail _____ Web Site _____

Length of Truck/Booth _____ Width of Truck/Booth _____ Approx.. Height of Truck/Booth _____

Needs: Water Electrical (110 available only) We Operate on a Generator

Type of Food to be Served:

**ALL FOOD TRUCKS AND BOOTHS MUST SERVE BETWEEN 10 AM AND 5 PM
ON SATURDAY, SEPTEMBER 15TH**

Set-up Time—

Saturday, September 16 between 7:00 am and 8:00 am.

Take Down/Closing Time

Saturday, September 15 at 5:00 pm.

↩ Please Turn Over ↪

Release of Liability:

I hereby release and forever discharge Cross Trails Ministry from any claims, personal liability, responsibility, loss or damage resulting out of, or in connection with the 2018 Lutheran Fall Festival. I have read the rules and general information provided, and agree to abide by them. I further agree that photographs taken that are related to my booth may be used to promote Cross Trails Ministry and future Fall Festival events.

Additionally, I have received the Food Vendor Information sheet and agree to abide by the policies established. I also agree to uphold all Gillespie County Health Department regulations, including an inspection by the Health Inspector.

Printed Name _____

Signature _____ *Date* _____

To Register:

1. Complete this form in its entirety and sign it.
2. Send this paperwork and the \$50 deposit to Cross Trails Ministry. Checks should be made payable to Cross Trails Ministry. If you would like to pay with VISA, Discover or MasterCard, please call our office with your card number. Our contact information is:

Cross Trails Ministry
Re: Fall Festival
391 Upper Turtle Creek Road
Kerrville, TX 78028

Email: info@crosstrails.org
FAX: 830-257-3060
Phone: 830-257-6340

3. Send us a copy of your Gillespie Country Health Food Permit with this paperwork or **at least one week** before the event. Bring a copy of your own with you to the event to have on display.



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Cross Trails Ministry Use ONLY! *Please do not write in this box.*

Date Application Received _____

Date Fees Received _____

Date Health Permit Copy Received _____

Notes: