

Food Vendor Application and Contract
33rd Annual
Sourwood Festival
August 14th & 15th, 2010 Black Mountain, North Carolina

Alcohol Free Street Festival with Arts, Crafts, Food, Games, Music and More! RAIN OR SHINE!

Business Name: _____ Contact Name: _____
 Phone: _____ Cell: _____ Fax: _____
 Address: _____ E-mail: _____
 City: _____ State: _____ Zip: _____

No partisan political groups or candidates will be allowed booths or space at festival.
 Literature may only be distributed by vendors or approved Swannanoa Valley Non-Profit Groups with booths.

Application deadline: July 19, 2010 or until spaces are filled. Space is limited.

Early Registration – before 5/31/2010

10 X 10 space- \$550.00 \$ _____
 10 X 20 space- \$750.00 \$ _____
 10 X 30 space- \$850.00 \$ _____

Total \$ _____

*Less Discount \$ - _____

** Plus Electricity \$ + 35.00 _____

Total Enclosed \$ _____

Late Registration after 5/31/2010

10 X 10 space- \$600.00 \$ _____
 10 X 20 space- \$800.00 \$ _____
 10 X 30 space- \$900.00 \$ _____

Total \$ _____

* Less Discount \$ _____

** Plus Electricity \$ + 35.00 _____

Total Enclosed \$ _____

I was a Vendor in 2009 _____ 2008 _____ 2007 _____ Other _____

Briefly describe your food & include menu with prices: _____
 _____ (use back of page if needed)

*10% Discount for Swannanoa Valley non profit or Black Mountain Swannanoa Chamber members.

**Electricity \$35.00 per vendor, if needed. Bring your own 100' (or more) heavy duty extension cord.

Only 110 amp service available. No Generators or 220 amps allowed.

NOTE: \$40 Returned Check Fee No Post Dated Checks NO REFUNDS - for inclement weather

Cancellation/Refund Policy: Before May 31st – Fee refunded less \$25 processing charge

June 1st–July 19th= 50% Refund July 20th–August 6th= \$25.00 Refund NO Refund after August 6, 2010.

No application will be processed without: completed application, payment in full, and items below:

1. Food Vendor Questionnaire (enclosed) must be completed and signed. We must have these forms for permits.

Food Vendors must comply with Buncombe County Health Department regulations - view at

www.deh.enr.state.nc.us/ehs/Rules/t15a-18a.26.pdf or call 828-250-5016

2. Submit Certificate of Liability Insurance with application.

3. List of menu items. Vendors must post menu with prices at all times during festival-Will be enforced!

4. Enclose photos of booth and product. Application & photos become property of the Committee.

5. Self-addressed stamped envelope with application.

Acceptance is determined by the Festival Committee and their decisions are final.

Fire extinguishers are required (10 lb. ABC or BC), the Fire Marshall will inspect these items. Vendors MUST comply with all Universal Fire Codes. Read "Sourwood Fire Code Compliance for Vendors" sheet

Contract - The undersigned exhibitor agrees: I will abide by all rules and regulations of the Sourwood Festival and its sponsor and will hold them harmless for all claims, liabilities, costs, expenses, and damages which may result from the operation of my booth or other Festival related activities.

Signature _____ **Date** _____

Mail complete application package (see list above) to:

Black Mountain-Swannanoa Chamber of Commerce Special Events Committee

201 E. State Street Black Mountain NC 28711

FOR MORE INFORMATION CALL THE CHAMBER OFFICE AT (828-669-2300) or (1-800-669-2301)

FAX-1-828-669-1407 e-mail: BMChamber@Juno.com or visit our web site at www.exploreblackmountain.com

Applications and information sheets may be printed from our web site.

Office Use Only

Paid by check# _____ Cash _____ Date _____ Amt. _____

Accepted _____ Check returned _____

33rd Annual Sourwood Festival

August 14th & 15th, 2010 Black Mountain, North Carolina

Alcohol Free Street Festival with Arts, Crafts, Food, Games, Music and More! Rain or Shine!

Dear Food Vendor,

The 2010 Sourwood Festival Committee of the Black Mountain Swannanoa Chamber of Commerce invites you to be a part of our 33rd Annual Sourwood Festival! Annual attendance is estimated around 30,000 plus.

No partisan political groups or candidates will be allowed booths or space at festival.

Literature may only be distributed by vendors or approved Swannanoa Valley Non-Profit Groups with booths.

Vendor set-up:

Friday, August 13, 2010 - from 6 pm-10 pm and **Saturday, August 14, 2010** - 7 am-9 am

Festival Hours:

Saturday August 14, 2010- Festival open from 9 am-9 pm **No vehicles in festival area during festival.**

Sunday August 15, 2010- Festival open from 9 am-5 pm **No Early Departures Allowed!**

Application deadline: July 19, 2010 or until filled. Submit your application early. Space is limited!

Price: Early Registration—before 5/31/2010 10X10=\$550, 10X20=\$750, 10X30=\$850

Late Registration - after 5/31/2010 10X10=\$600, 10X20=\$800, 10X30=\$900

*10% Discount for Swannanoa Valley non profit or Black Mountain Swannanoa Chamber members.

**Electricity \$35.00 per vendor, if needed. Bring your own 100' (or more) heavy duty extension cord.

Only 110 amp service available. No Generators or 220 amps allowed.

NOTE: \$40 Returned Check Fee No Post Dated Checks NO REFUNDS for inclement weather.

Cancellation/Refund policy: Before May 31st – Fee refunded less \$25 processing charge

June 1st–July 19th= 50% Refund July 20th–August 6th= \$25.00 Refund **NO Refund** after August 6, 2010.

Please bring all necessary display props, tables, chairs, and weather protection. No structures provided.

Tents must comply with NFPA regulations for fire resistant quality of fabric. (Proof on the label.)

Fire extinguishers required (10 lb. ABC or BC), the Fire Marshall will inspect these items. Vendors MUST comply with all Universal Fire Codes. Read “Sourwood Fire Code Compliance for Vendors” sheet.

Taxes: You are responsible for collecting and reporting NC sales tax

Screening: All items and displays must be approved by the committee. The committee reserves the right to remove any food or display that is of poor quality or inappropriate.

For acceptance submit: completed application, payment in full, and items below :

1. Food Vendor Questionnaire (enclosed) completed and signed. . We must have these forms for permits. Food Vendors must comply with Buncombe County Health Department regulations - view at www.deh.enr.state.nc.us/ehs/Rules/t15a-18a.26.pdf or call 828-250-5016 or write to: Environmental Health Program / 30 Valley St. / Asheville NC 28801.)

2. Proof of Liability Insurance is required with application.

3. List of Menu items. Vendors must post menu with prices at all times during festival- ENFORCED!

4. Enclose photos of booth and product. Application & photos become property of the Committee.

5. Self-addressed stamped envelope with application.

Acceptance is determined by the Festival Committee and their decisions are final. You will be notified of acceptance or rejection by mail. No applications will be accepted without the complete application package, fee, and electricity fee if needed.

Space assignment / Check in Booth assignments and map will be mailed to address on accepted applications about one week before the festival. The check-in booth will be located in the parking lot of the SunTrust Bank on Highway 9 just north of I-40, Exit 64.

**BUNCOMBE COUNTY HEALTH CENTER
TEMPORARY FOOD ESTABLISHMENT APPLICATION**

VENDOR NAME: _____
CONTACT INFO: _____ TELEPHONE NUMBER: _____
FESTIVAL NAME: _____ FESTIVAL DATES: _____
FESTIVAL LOCATION: _____

1. List foods you will be serving:

2. How do you intend to keep potentially hazardous foods cold (45°F or below) or hot (140°F or above)?

3. Where will food be purchased? [Refer to .2635(9)]

4. Where will food be prepared? [Refer to .2635(10)]

5. Do you have access to a local, permitted kitchen with a sink large enough to wash utensils, pots, pans, etc.? If so, where?

6. If you are an out of state vendor, please submit approval from your local or state health authority with your application.

I HAVE READ .2635 AND UNDERSTAND THAT I MUST SATISFY ALL THE REQUIREMENTS OF THIS RULE IN ORDER TO RECEIVE A PERMIT.

NAME: _____ DATE: _____

A PERMIT WILL BE REQUIRED TO OPERATE!

Black Mountain/Swannanoa Chamber of Commerce
201 East State Street
Black Mountain NC 28711

- (4) The requirements in Rule .2629 of this Section shall not apply to a foodstand within a mall, grocery store, or other multi-purpose building providing protection from flies, dust, vermin or other sources of contamination.

History Note: Authority G.S. 130A-48;
Eff. May 5, 1980;
Amended Eff. May 1, 1991; July 1, 1984.

15A NCAC 18A .2635 REQUIREMENTS FOR TEMPORARY FOOD ESTABLISHMENTS

The following requirements shall be satisfied in order for temporary food establishments to qualify for a permit under Rule .2602 of this Section:

- (1) Temporary food establishments shall be located in clean surroundings and kept in a clean and sanitary condition. They shall be so constructed and arranged that food, utensils, and equipment will not be exposed to insects, dust, and other contamination. Protection against flies and other insects shall be provided by screening or by effective use of fans.
- (2) Where food or griddles are exposed to the public or to dust or insects, they shall be protected by glass, or otherwise, on the front, top, and ends, and exposed only as much as may be necessary to permit handling and serving of the food.
- (3) All griddles, warmers, spatulas, refrigerators, and other utensils and equipment shall be cleaned routinely and maintained in a sanitary manner.
- (4) Running water under pressure shall be provided. The water supply shall be approved and of a safe, sanitary quality. Provisions shall be made for heating water for the washing of utensils and equipment. At least a single vat sink, large enough in which to wash cooking utensils, pots, and pans, must be provided. At least one drainboard or counter top space must be provided.
- (5) Facilities shall be provided for employees' handwashing. These may consist of a pan, soap, and single-use towels.
- (6) Convenient and approved toilet facilities shall be provided for use by employees. Public toilet facilities provided on the grounds are acceptable if reasonably convenient, adequate, and kept clean. Sewage shall be disposed of in an approved manner.
- (7) Potentially hazardous foods shall be refrigerated in accordance with Rule .2609 of this Section. All food shall be stored, handled, and displayed in accordance with Rule .2610(a) through (d) of this Section. Food service equipment shall be stored in accordance with Rule .2620 of this Section.
- (8) Garbage and refuse shall be collected and stored in standard water-tight garbage cans provided with tightfitting lids or other approved containers or methods. Garbage and refuse shall be removed at least daily and disposed of in a sanitary manner. Waste water shall be so disposed of as not to create a nuisance. Each operator shall keep his immediate premises clean.
- (9) All food served shall be clean, wholesome, and free from adulteration. Potentially hazardous foods such as cream-filled pastries and pies, and salads such as potato, chicken, ham, crab, etc., shall not be served in a temporary food establishment. Hamburgers shall be obtained from an approved market or plant in patties separated by clean paper, or other wrapping material, and ready to cook. Wrapped sandwiches shall be obtained from an approved source. Poultry shall be prepared for cooking in an approved market or plant. Drinks served shall be limited to packaged, canned, or bottled drinks, packaged milk, coffee, or carbonated beverages from approved dispensing devices.
- (10) Food prepared by local groups shall be prepared in an approved kitchen, and such groups shall maintain a record of the type and origin of such foods. These foods shall be prepared, transported, and stored in a sanitary manner protected from contamination and spoilage.
- (11) No person who has a communicable or infectious disease that can be transmitted by foods, or who is a carrier of organisms that cause such a disease, or who has a boil, infected wound, or an acute respiratory infection with cough and nasal discharge, shall work in a temporary food establishment in any capacity in which there is a likelihood of such person contaminating food or food-contact surfaces, with disease-causing organisms or transmitting the illness to other persons.

History Note: Authority G.S. 130A-248;
Eff. May 5, 1980;

Temporary Food Stand Checklist

Food service thermometer

Chlorine test strips

Chlorine solution, in spray bottle (bleach) 50 ppm

Window box fans (2) one minimum or effective use of screens

Protection from elements canopy or other suitable protection

Potable water under pressure (through food grade hose)

Refrigeration, or coolers with adequate amounts of ice.

Handwashing station (vessel with stopcock and catch basin)

Handwash towels

Handwash soap (antibacterial)

Sneeze guard for food protection during service and preparation

Ability to generate hot water on site

Single vat sink large enough to immerse largest utensil, with associated drainboards or adequate associated space for air drying of equipment. (Local restaurant supported food stands will not be required to provide a single vat sink on site, rather, utensil washing should be done at the restaurant)

Food storage on site shall be above ground level

Waste water to be disposed in a sanitary sewer system by contract with wastewater contractor.

Keep hot foods hot. 140 f or above

Keep cold foods cold 45 f or below.

Reheat foods to 165 f and then hold at least 140 f

All potentially hazardous foods such as cream-filled pastries, and pies, and salads such as potato, chicken, ham, crab, etc., shall not be served.

Sourwood Fire Code Compliance for Vendors

Section 2406 2000 International Fire Code – NC Edition

All Tents, Canopies and Air Supported structures must be labeled as Flame-resistant and comply with NFPA 701 requirements. Documentation must be provided to the Fire Official. Documentation consists of an affidavit from a treatment process, or a label on the structure applied by the manufacturer of the structure.

The Electrical Inspector and the Fire Official must approve all electrical cords and extension cords.

Cooking Tents must meet ALL of the following requirements

All cooking equipment, hoses, pipes, tanks, fittings, valves and related components must meet the International Mechanical Code requirements. They must be inspected and approved by the Fire Official.

No vent, flue, or other part of cooking equipment shall be located within 12 inches of the fabric of the tent or canopy

Cooking tents will be separated from all other tents, canopies, structures, vehicles and buildings by a distance of 20 feet.

All LP Gas containers shall be located outside the structure by a distance of 10 feet.

All LP Gas containers must be securely fastened to prevent falling or tipping over.

All cooking structures must have a listed, operable 10 lb. ABC or BC fire extinguisher available.

If any flammable liquid fuel is used (gasoline, kerosene or diesel) containers must be at least 50 feet from any structure.

The Electrical Inspector and the Fire Official must approve all electrical cords and extension cords.

Cooking operations in trailers may have different requirements, however all the extinguisher and electrical requirements will apply.

No cooking operation may begin at the festival until approved by the Fire Official. These requirements must remain in place during the entire festival or the operation will be stopped.