



17th Annual Gardendale Magnolia Festival

Gardendale Civic Center | April 20-21, 2018
Friday Nite Ignite 5-10:00 pm, Saturday 10-5pm
(Saturday) Full Day of Festival Activities
(See website for detail www.magnoliafestival.org)

Dear Food Vendor,

We would like to invite you to the 2018 Annual Gardendale Magnolia Festival. The festival is Friday, April 20 and Saturday, April 21, 2018.

Again this year: We have a contract with Coca Cola that states all soft drinks, bottled tea, and bottled water sold must be Coca Cola products. Lemonade and specialty drinks are exempt. We will have an order form with prices available online around the first of the year for you to order. All Coca Cola products will be 20 ounce bottles and must be ordered from GMF; no canned drinks will be allowed. Coca Cola water is Dasani and bottled tea is Gold Peak. **Food Vendors cannot purchase Coca Cola products from outside source;** it must be ordered from GMF. Coca Cola will deliver the product to the festival on Thurs. We apologize for any inconvenience. Please do not hesitate to contact me with questions or concerns.

We will continue our Best Menu Item contest this year. Please be prepared to give our volunteers one serving of your featured menu item to enter the contest around 2:00 pm. Winner will receive a sign to put in front of booth and \$25 gift card. Feel free to display this award at other events for bragging rights. Winner will be awarded around 3:30. Winner will also be announced on Facebook and our website.

We will begin Friday Night Ignite with a professional carnival, one stage of live entertainment, and food vendors in the Gardendale First Baptist Church parking lot, while Vendor Village booths are being set up on the Gardendale Civic Center Complex inside and outside across the street. If you are a Saturday-only food vendor, you may set up on GCC Friday. It's an evening of live musical entertainment and fireworks on Friday from 5 pm-10 pm. Saturday will be a full day of festival activities including arts and craft booths/business booths (Vendor Village), pooch parade, 3 stages of live entertainment, carnival, ponies, classic car show, Kids 'n Art classes, and of course plenty of FOOD from 10:00 a.m. to 5:00 p.m. at the Gardendale Civic Center AND across the street at Gardendale First Baptist Church parking lot.

Please remember to have adequate signage listing all items and prices. If a customer cannot see/read what you have to offer and the prices as they walk by, they are likely to just keep walking b/c they know you don't have time to personally tell them what's on your menu. Signs must include all items being sold that day in LARGE lettering and all prices clearly marked. Please make signs look as professional as possible.

Everyone should be prepared to anchor the tents for wind.

You do not have to fill out a Jefferson Co. health dept. questionnaire. GMF has applied for an exemption. **You still have to abide by all health department rules.** I have attached their very simple Food Vendor Information sheet. Just put your concession name on line #1., your phone #, and list your menu items with prices. (Don't forget to circle your featured menu item for our contest!)

The fire marshal will inspect all food vendors to make sure they are abiding by fire safety rules and health department always has the option to show up.

Exhibit spaces are reserved on a first paid, first served basis. Each exhibitor must provide his or her own table, chairs, tent, and signage. Canopy tents are highly recommended for outside and must be secured if on concrete (Friday Night Ignite is all concrete). Electricity is available for an additional charge. **PER DAY, not per application.**

Please fill out the application form and the sign the "Waiver & Liability form" and return to us with payment by deadline to: Gardendale Magnolia Festival, P.O. Box 445, Gardendale, AL 35071.

We look forward to seeing our returning vendors and welcoming many new ones for what we know will be another successful Gardendale Magnolia Festival. If you need further information, please email Kathleen Phillips at gdalemagfest@gmail.com or call/text 205-514-6799 and leave a message. I will return your call as soon as I can.

Proceeds from Gardendale Magnolia Festival benefit college scholarships to high school seniors.

Sincerely,

Kathleen Phillips
Gardendale Magnolia Festival Event Coordinator

Updated 11/16/18

Friday:

- * 1 Stage Live Entertainment
- * Midway Carnival
- * Food! Food! Food!
- * Fireworks 9:00pm

Saturday:

- * Food! Food! Food!
- * Midway Carnival
- * 150 Vendor Booths
- * 3 Stages Live Entertainment
- * Pooch Parade
- * 5K *Art Contest
- * Car Show
- * Free Art Classes
- * Free Kids Zone

Other days:

- * Pageants
- * Fishing Tournament



2018 Annual

Gardendale

Magnolia Festival

The Total Family Experience

FOOD VENDOR 2018 TERMS AND CONDITIONS

Please read carefully.

ACCEPTANCE POLICY - The Gardendale Magnolia Festival Committee reserves the right to reject, in whole or in part, and at any time, any exhibit or product of any individual, which in its opinion is questionable or objectionable to vendors or others by returning the space fee paid by the exhibitor. The Gardendale Magnolia Festival will not be liable for paying any travel expenses, lost revenue or any other liability whatsoever beyond the space fee paid by the exhibitor as a result of enforcing this provision.

LOCATION OF EXHIBITS –Gardendale Civic Center. Assignments will be given at registration. Do not call ahead asking for location of booth space.

DEFAULT IN OCCUPANCY - In the event Exhibitor fails for any reason to install its exhibit in its assigned space, GMF has the right, at its sole discretion, to retain all sums previously paid by vendor. The GMF committee will make every effort to work with any Exhibitor that cancels due to a death in the family or bodily injury to self.

SET UP TIMES & DISMANTLING -

Friday and Saturday vending: Gardendale First Baptist Church on Friday night: Set up/registration may begin anytime Friday after 9:00 a.m.. and must be completely set up by 4:00 pm if vending at Friday Nite Ignite. Saturday registration is 6 a.m.- 9:30 a.m. inside civic center. You must be set up and parked by 9:30 on Saturday. *(We are extending the deadline to set up.)* Register inside Gardendale Civic Center-857 Main Street.

Saturday Set Up:

***Please remember the 5K Race will take place at 7:00 am Saturday.**

*** Please allow extra time for traffic and roads being blocked. Vendors can only enter to set up from 2 roads from 6:30 am-8:00 am! 1). From Fieldstown Rd (Walgreens/CVS) entrance to Main St to Bell St that enters civic center to the left of fountain/outdoor amphitheater. Only traffic heading toward civic center will be allowed. The other side will be blocked for the race from 6:30 am-8:00am 2). Entrance to back of civic center parking lot from HWY 31. [We have blocked this in the past, but it will be open on Saturday this year in the morning for vendor set up.] DO NOT try to arrive at civic center on Saturday morning via Mt. Olive Rd or Main Street from the South (Files Tires/West Tarrant) from 6:30-8:00 am. Main Street will be blocked both ways here.**

If you can't set up on Friday or have a Street space, and must set up on Saturday, feel free to come by Friday between 9 a.m.-7:00 and register to get your number and location to help prepare for set up.

The Gardendale Magnolia Festival, Civic Center, & City of Gardendale will not be held responsible for any items left overnight in an outside space. Security will patrol the area Friday night, but ultimate responsibility is yours.

NO vendor will pack up before 5:00 p.m. on Saturday of festival. Booths that ignore this rule will not be invited back next year. Booths must be packed up and vacated by 7:00p.m.Saturday. The exhibitor is responsible for their own table, chairs and any signage.

EXHIBIT AREA - Nothing shall be nailed, stapled or otherwise affixed to inside walls, sidewalks or streets of the Festival area. Exhibitor's booth must conform to the size restrictions of the Festival and not interfere with walkways or adjacent booths in any way. All exhibits are to be in keeping with the overall **family-oriented** theme of the festival. Tents are highly recommended outside for protection against elements and overall look of festival. Alcohol is not allowed on Festival grounds. Exhibitor's booth must be open and staffed during entire Festival hours. No items will be sold the GMF deems dangerous or unsuitable for a family atmosphere. Any item(s) that the exhibitor does not voluntarily remove after notification, will be confiscated and returned at the end of the festival.

FIRE, SAFETY & HEALTH REGULATIONS - Exhibitor agrees to comply with all fire codes and safety regulations.

These codes will be inspected this year. Exhibitors may request electrical power for an additional fee (See attached registration form). All extension cords used at the Festival must be supplied by the exhibitor and be the

heavy-duty three-wire type. Exhibitor should bring at least 100' in length for electrical hookup. All vendors are solely responsible for securing their electrical cords and similar cords/ropes for safety reasons. Minor First Aid will be available at the Festival. Gardendale Fire department may call in advance to go over these safety rules.

GENERAL - No food or beverages will be sold or given away without the Gardendale Magnolia Festival committee's approval. Voice or music amplification systems are not allowed without prior approval.

TAXES - All vendors are solely responsible for obtaining any licenses, permits or approvals required under local or state law applicable to their activity at the festival. Craft and Food vendor understands that they are responsible for paying City, County & State taxes. Envelopes will be provided at registration from each governmental agency to submit the appropriate taxes. The City of Gardendale will not require any special licenses for this one-day event; however, city taxes are not exempt. Tax collectors **will** come around at end of festival to collect. There is usually a tax collector standing by the circle desk in the civic center starting at 4:00pm Saturday. **DO NOT GIVE YOUR ENVELOPES TO THE LADIES BEHIND THE DESK.** If they miss your booth, mail them in to the appropriate office when you pay your monthly sales tax. They will have a list of all our vendors.

****THERE IS A \$15 CHARGE FOR ALL RETURNED CHECKS****

This is a Rain or Shine Event and No Refunds Will Be Given for Weather Conditions.

******IMPORTANT INFORMATION - PLEASE KEEP FOR YOUR REFERENCE******

Updated 11/16/18



Gardendale Magnolia Festival

RELEASE and WAIVER of LIABILITY/ INDEMNITY AGREEMENT

This agreement is made (*month/date*) _____, 201_ between (*print your name here*) _____, herein referred to as "Independent Contractor" and the Gardendale Magnolia Festival. IN CONSIDERATION FOR PARTICIPATION in the GARDENDALE MAGNOLIA FESTIVAL, the undersigned hereby agrees to the following:

1. Independent Contractor releases and forever discharges the GARDENDALE MAGNOLIA FESTIVAL, its board of directors, agents, employees (including volunteers) and the City of Gardendale from all liability due to loss or damage and any claim or demand therefore, on account of injury or property damage sustained by any individual or entity resulting from the Independent Contractor's use of or participation in the GARDENDALE MAGNOLIA FESTIVAL.
2. Independent Contractor agrees to indemnify and hold harmless the GARDENDALE MAGNOLIA FESTIVAL, it's board of directors, agents and employees (including volunteers), Gardendale First Baptist Church, and the City of Gardendale from any loss, liability, damage or cost, including attorney fees, arising out of Independent Contractors participation in the GARDENDALE MAGNOLIA FESTIVAL, whether caused or not by the negligence or willful act of the Independent Contractor or any other persons or entity.
3. Independent Contractor hereby assumes full responsibility for the risk of bodily injury, death or property damage relating from or arising out of Independent Contractors participation in the GARDENDALE MAGNOLIA FESTIVAL.
4. The undersigned further expressly agrees that the forgoing RELEASE and WAIVER of LIABILITY and INDEMNITY AGREEMENT is intended to be as broad and inclusive as permitted by the laws of the State of Alabama. If any provision of this Agreement is held by a Court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way.
5. Independent Contractor has read and understands the RELEASE and WAIVER of LIABILITY and INDEMNITY AGREEMENT, is authorized to and voluntarily signs the same.

Signature of Independent Contractor

Date _____



www.magnoliafestival.org

Gardendale Civic Center Complex * 857 Main St, Gardendale
 Friday Nite Ignite 5pm-10:00 pm, Saturday 10am-5pm

2018 FOOD VENDOR APPLICATION

Late fee \$10.00 if remaining amount received after Feb 27 - If space still available.

Please read the Food Vendor Terms and Conditions before filling out application.

BUSINESS NAME: _____

CONTACT PERSON: _____

MAILING ADDRESS: _____

EMAIL ADDRESS:(required) _____

CITY, STATE, & ZIP _____ PHONE: () _____

Email Kathleen at gdalemagfest@gmail.com with questions.

Friday Night Ignite (5-10:00pm) ___ 12' x 10' booth(s) @ \$175 _____

(Selling multiple items) each

___ 12' x 10 (Selling Only One Item) booth(s)

(Such as cotton candy; not cotton candy AND water.)

@\$75.00 _____

Additional ½ booth space = \$80 _____

Electricity

120V, 20Amp connection \$35 _____

240V, 50Amp connection \$50 _____

Saturday (10am-5pm) ___ 12' x 10' booth(s) @ \$175 each _____

(Multiple items)

___ 12' x 10 (Selling Only One Item) booth(s)

(Such as cotton candy; not cotton candy AND water.)

@\$75.00 _____

Additional ½ booth space = \$80 _____

Electricity

120V, 20Amp connection \$35 _____

240V, 50Amp connection \$50 _____

Check here if water is needed _____. (**\$30.00** one fee for Fri/Sat) _____

(Limited # of hook ups. First paid, first served.) *If you require water, email Kathleen at gdalemagfest@gmail.com.*

Total Fees

Total \$ _____

Note: Electricity is \$35/\$50 per day/per space.

*Vendor must supply own heavy-duty electrical extension cord of at least 100'.

*If you operate a generator, silent generators are required.

*Large bags of ice are sold 2 minutes from venue at The Ice Hole in front of America's Thrift Store, 1315 Decatur Hwy, Gardendale.

***Gardendale Magnolia Festival has the right to refuse any vendor or product that is in conflict with festival or community standards.**

Picture of operation has been emailed (if new vendor for Magnolia Festival) _____ (check mark)

I understand menu signage must be displayed and in large lettering _____ (initials)

***Make checks payable to Gardendale Magnolia Festival and mail to:
Gardendale Magnolia Festival, P.O. Box 445, Gardendale, AL 35071***

Do not write in space below:

_____ Date received _____ Health Dept. form attached _____ Waiver/Release attached

_____ Picture attached or emailed _____ check number _____ confirmation sent



Jefferson County Health Dept. Food Vendor Menu List

(You do not need a special permit for the festival from Jefferson Co. health dept.,
but you must have up to date food permits.

Mail in with application. Do not mail to health dept.)

***Don't forget to list Coca Cola products here. You will order them on a separate sheet that will be available online first of the year.**

Name of Vendor _____ Phone _____

Circle date(s) you will be vending. Friday Saturday

Item:

Price:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.

Circle your featured menu item for the \$25 contest! Volunteers will get your samples from you Saturday around 2:00 pm. If you win, we will present award at 4:00pm. Otherwise, check our Facebook page for a picture of the winner.