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# Food Vendor Terms and Conditions

April 16-17, 2021

Gardendale Civic Center Complex

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Gardendale Magnolia Festival, Inc (GMF) invites you to participate in the 20th Annual Gardendale Magnolia Festival April 16-17, 2021. We look forward to having you join us for The Total Family Experience.

Please read and SAVE a copy of the following Terms and Conditions. On the food vendor application, your signature will be required to indicate you have read and agree to abide by these terms and conditions. Read closely as there are many updates this year.

**COVID-19 DISCLAIMER:** Gardendale Magnolia Festival Inc (GMF) will implement appropriate measures and safeguards regarding COVID-19 according to CDC guidelines during the event, however, there exists a risk of the spread of COVID-19 in any group, social or public setting, location or event. Attending GMF could increase your risk of contracting COVID-19. GMF disclaims any liability for exposure to COVID-19 and by your entry or presence at GMF events or property you voluntarily assume all risks and agree you will not hold GMF or its related parties liable for any resulting illness or injury.

- VENDOR SELECTION** - 1.) GMF is a nonprofit and reserves the right to reject, in whole or in part, and at any time, any exhibit or product, which in its opinion is objectionable or in conflict with GMF's family-oriented standards. 2.) Application postmark deadline is **March 12, 2021**. Application does not guarantee acceptance. 3.) If you are new to GMF, email 2 pictures of your food vendor tent/trailer/food truck to [gdalemagfest@gmail.com](mailto:gdalemagfest@gmail.com) BEFORE mailing your application. 4.) Once your application has been accepted, you will receive an email confirmation. 5.) Limited availability to vend on both Friday and Saturday. Email [gdalemagfest@gmail.com](mailto:gdalemagfest@gmail.com) if you are a first time vendor before applying for Friday night participation.
- FOOD VENDOR AREA SIZE**- 1.) Base size is 12' long x 10 wide with options for additional paid space as listed on application to accommodate food trucks and trailers. 2.) All food vendor spaces are outside. 3.) Location assignments will be on a map and given on registration day.

3. **FEES-** 1.) One 12x10 food vendor space fee is \$175 per day. A second adjoining 12x10 space is \$100 per day. 2.) Electricity is \$35-\$50 per day and limited availability. 3.) Water available upon special request \$30-very limited availability. 4.) **For 2021, to help vendors struggling due to COVID-19, only a \$100 deposit will be due with application. The remaining balance will be due/postmarked by March 26.**
4. **ELECTRICITY/WATER-** Electricity is \$35-\$50 per day and limited availability. 3.) Vendor must email a picture of the end of your electric plug if 30-50 AMP so we can match up requirements.
5. **VENDOR SET UP-** 1.) Registration is Friday 9am-5pm or Saturday 6am-8:30 am inside Gardendale Civic Center (blue roof) 857 Main Street. **DO NOT MAIL APPLICATION TO THIS ADDRESS.** 2.) Vehicles and storage trailers must be moved and parked away from vendor set up as soon as possible so other vendors arriving may be able to drive up and drop off. Your storage unit location depends on your vendor booth spot. Email [gdalemagfest@gmail.com](mailto:gdalemagfest@gmail.com) if you have questions. 3.) Food vendor booth must be occupied at all times during operation. 4.) If you have a tent, plan to bring appropriate weights to weigh down your tent. It is often windy in April. 5.) If you are a Saturday-only vendor, we encourage you to register and find your location so you can quickly go directly to your spot to set up Saturday. If it is not on the street, you can partially set up on Friday but will not have access to electricity until Saturday.
6. **VENDOR BREAK DOWN-** 1.) No one is allowed to start breaking down tents/etc before Friday at 10pm or Saturday at 5pm. 2.) All vendors must vacate the grounds by 7pm Saturday.
7. **FESTIVAL HOURS OPEN TO PUBLIC-** Friday 5-10 pm, Saturday 10 am-5pm.
8. **BUSINESS LICENSE/PERMITS-** 1.) GMF applies for an event exemption from the Jefferson County Health Dept. that covers any special event permit from our food vendors. All food vendors must still abide by all health department rules and regulations for festival vendors. **A copy of a vendor's food permit to operate for business or Food Safety Handlers certificate must be submitted with their GMF vendor application.** 2.) The city of Gardendale now requires all food trucks and food trailers **(anything on wheels)** to obtain a **Special Events Permit** before participating in a Gardendale event. This form will be printed out with the application and must be returned with vendor application. The **\$22 fee has been paid** by a sponsorship from MyGardendale.com but the form must still be completed. The fire marshal will use the form to complete his inspection of the food truck or trailer before a vendor is allowed to sell anything. 3.) A city of Gardendale business license is not required to be a food vendor at GMF at this time.
9. **INSURANCE-** If accepted, food vendors will be required to submit a copy of current Certificate of Insurance for commercial liability insurance with \$1,000,000 per occurrence limits of coverage. Gardendale Magnolia Festival, Inc and city of Gardendale must be listed as an additional insured on the policy. Proof of insurance must be provided to GMF at least 14 days prior to the festival.
10. **SALES TAX-** Vendors are responsible for paying their own Gardendale, Jefferson County, and Alabama sales tax. Respective envelopes will be provided in your registration packet on the day of registration. A member of the GMF staff or city employee will be waiting at the circle desk inside the civic center for you to remit your tax

envelopes by 5:30 on Saturday. **City taxes MUST** be turned in before leaving Saturday. If you are registered with Jefferson County and Alabama, you can remit those taxes as you normally do, but city taxes will be collected on Saturday. Call the tax collections office at City Hall at 205-631-8789 if you have further questions about remitting taxes.

11. **SALES**- GMF does not take a commission on vendor sales. Vendors are not permitted to create or sell items branded with (GMF) Gardendale Magnolia Festival, Magnolia Festival.
12. **HEALTH DEPARTMENT**- 1.) Vendors must comply with all Jefferson County Health Dept regulations for preparation, delivery to site and serving of foods.  
2.) A list of ALL food sold in your area must be listed on the provided Health Department Food List. We give this to the health dept but also use it to make sure we do not have too many of the same foods sold at GMF for your success.
13. **FIRE/SAFETY/SMOKING**- 1.) All city of Gardendale's fire codes and safety regulations will be enforced. 2.) Smoking or any use of tobacco or vaping is not permitted anywhere near food trucks/tents or where customers are being served. 3.) Please abide by city of Gardendale's smoking ordinance 2005-21.
14. **CANCELLATION/REFUND POLICY**- Registration and electricity fees will be refunded as follows:
  - Inclement Weather:** This is a rain or shine event. No refunds will be given for inclement weather.
  - Death of Family Member:** If there is a death of an immediate family member (the week of the festival) of the person signing the application or the person(s) that were scheduled to work in the booth, GMF will refund the company the full amount of registration and electricity. GMF must be notified by writing via email at [gdalemagfest@gmail.com](mailto:gdalemagfest@gmail.com) or text to 205-913-0538.
  - Pandemic:** After much consideration for an unprecedented pandemic in 2020 and after considering other festival cancellation policies, we have decided to add a pandemic cancellation policy for 2021. If an applicant must cancel due to quarantine from exposure to COVID viruses or illness due to COVID viruses GMF will refund 50% of registration fee and electricity if GMF is notified by March 26. GMF must be notified by writing via email at [gdalemagfest@gmail.com](mailto:gdalemagfest@gmail.com) or text to 205-913-0538.
  - GMF Cancellation:** If GMF cancels the festival (other than for inclement weather) GMF will refund 100% of applicants registration and electricity.
  - General Cancellations:** No refund is given for general cancellation requests. If you feel your situation is unique and reasons other than stated above, you may contact GMF in writing via email at [gdalemagfest@gmail.com](mailto:gdalemagfest@gmail.com) or text to 205-913-0538.
15. **SECURITY**- GMF and the city of Gardendale will not be held responsible for any items left overnight. We will have security walking through the grounds overnight Friday but the ultimate responsibility is yours.
16. **CANCELED CHECKS**- There will be a \$35 canceled check fee for any returned checks.
17. **BEST MENU ITEM AWARD**- A \$25 gift card will be awarded to the winning food vendor. Vendor MUST circle an item on their Health Dept Menu list to indicate which item they will be submitting. Volunteers will stop by each participating vendor to retrieve ONE SERVING of the item they are submitting around 3pm Saturday. (If it is tiny, please send two.) About 4pm-ish GMF will present the gift card and yard sign to the winner. The yard

sign can be displayed immediately to let the crowd know you won and also displayed at future events where vendor participates to let that crowd know you have award-winning food. We will take a picture of the winner and put it on our Facebook page Magnolia Festival in Gardendale.

- 18. PARKING-** All vendors will be given one parking pass, allowing you to park one vehicle OR food storage trailer in the parking lot closest to your booth. This trailer must fit in one parking space. Electricity is not available for this storage trailer.
- 19. NON-DISCRIMINATION-** GMF does not discriminate on the basis of race, color national origin, ethnicity, sex, religion or disability.
- 20. HOLD HARMLESS AND INDEMNIFICATION AGREEMENT-** All vendors must sign the Hold Harmless and Indemnification Waiver on the application before being allowed to set up their booth.

**We are not accepting additional applications for these food vendors:**

Hot dogs

Shaved Ice