



COME CELEBRATE ALL THINGS BACON!

September 14 – 15, 2019 | River Falls, Wisconsin

Sat. 10AM – 7PM; Sun. 10AM – 4PM

Heritage Park – 232 W Maple St.

FOOD VENDOR APPLICATION – Accepted through May 31, 2019

Bacon Bash®, held in River Falls, Wisconsin, has grown to become the nation's largest free bacon festival. Brought to you by the River Falls Chamber of Commerce & Tourism Bureau (Chamber), Bacon Bash celebrates all things bacon and promises to be a "porktacular" event, complete with a variety of family-friendly activities where young and old are invited to taste a plethora of bacon-inspired dishes and partake in pig-themed activities including the popular pet parade, a variety of contests (i.e. pig wing eating competition, kid's eating contests, pig calling, etc.), arts and crafts fair, live music, microbrews, and much more! Featured restaurants/food vendors will serve dishes ranging from pig wings to bacon-wrapped delights. "Foodies" who attend enjoy purchasing, tasting, and sharing bacon-inspired dishes from as many vendors as possible to fully experience the event.

2018 Event Highlights

- Nearly 10,000 bacon lovers converged on River Falls to attend the festival
- Over 16,000 visits to www.riverfallsbaconbash.com website
- Over 3,000 fans on the River Falls Bacon Bash Facebook page

For More Information

Contact the Chamber at info@rfchamber.com or (715) 425-2533, www.riverfallsbaconbash.com

Application Process

A complete Vendor Application and supplemental items (noted below) must be received by May 31, 2019. Incomplete applications will not be considered. Applications will be juried to offer the very best bacon-inspired dishes and to eliminate product duplication. Preference will also be given to vendors in good standing. The Chamber reserves the right to reject applications. Notification of acceptance or non-acceptance will be made to all applicants prior to June 14. Fees are not refundable after acceptance. There is no rain date or refund in the event of cancellation. Applicants not selected will receive their original payment (checks preferred) back with

written notification. Accepted applicants' checks will be deposited at that time. Checks returned due to non-sufficient funds will result in non-acceptance of the application and a returned check fee of \$50.00 to be charged to the applicant.

Rules & Regulations

- **SALES:** Attendees to purchase tickets from event staff in lieu of cash. One ticket equals \$1 to be split as follows: Vendor – 80%/Chamber – 20%. Vendors to retain and tabulate tickets to be reimbursed for food products sold. Tickets to be collected by event staff throughout the day. Within three days following the event, the Chamber will issue and mail a check to the vendor for their share of “redeemed” tickets sold.
- **FOOD:** Vendors are encouraged to offer sample-sized menu items to allow guests the opportunity to sample a wide variety of offerings throughout the event. **All items must be priced at \$8.00 or less and include bacon or pork as a primary ingredient.** Substitutions are not allowed upon menu acceptance.
- **BEVERAGE:** Beverages may not be sold by Vendor. Bottled water, soft drinks, beer, and wine products are sold exclusively by the Chamber.
- **INSURANCE:** Vendors are responsible for obtaining general liability insurance and must submit a Certificate of Insurance with their Application, naming River Falls Chamber of Commerce & Tourism Bureau as additional insured.
- **BOOTH:** Vendors must supply own tent and/or awning with weights, table(s), chair(s), banner(s), and other supplies in compliance with fire safety requirements. It is the vendor's responsibility to provide, assemble, and disassemble booth while ensuring safety to the public during set-up, operation, and tear-down.
- **SET UP:** Vendor set-up is Friday, September 13 (individual times will be assigned prior to the event to avoid congestion and to ensure a smooth set up process) and Saturday, September 14 (8:00-9:30AM). No vehicles will be permitted within festival grounds after 9:30AM. Restocking will be allowed outside of event hours. Vendors must be fully set up and operational by 9:30AM on Saturday and Sunday.
- **SIGNAGE:** Vendors to prominently display their own signage within their space, listing menu items and ticket pricing. The Chamber does not provide pricing.
- **STAFFING:** Vendors are required to have a minimum of one person staffing their space at all times during open festival hours which are Saturday, 10:00AM – 7:00PM, and Sunday 10:00AM – 4:00PM. Vendors are responsible for ensuring all event rules and guidelines are communicated and adhered to by staff members.
- **VENDOR PARKING:** A designated location will be provided near the event site and available on a first-come, first-served basis. Additional parking is available on the surrounding streets and/or City of River Falls parking lots in assigned areas. All parking is free of charge.
- **HEALTH CODE REQUIREMENTS:** All food sold by vendors must be produced in a licensed kitchen, inspected kitchen, or prepared on-site in compliance with local regulations. **All vendors must contact the Pierce County Health Department (Michele Williams at 715-273-6755) at least 14 days prior to the event to verify current permits qualify or if additional permits are necessary.** Vendors must provide their own equipment and must wear latex or vinyl gloves when preparing food and serving

the public. All equipment for serving the public and hot-food holding must be provided by the vendor and meet standard guidelines for proper operation and sanitation.

- **FIRE CODE REQUIREMENTS:** Tents must be fire-resistive treated with a label attached indicating the name of the company and the date treating was done. Open flame is not permitted under tents. LP tanks larger than 20# must be securely fastened to prevent from tipping over. A standard ABC fire extinguisher must be located within 50' and be readily visible and accessible. A K-Class extinguisher is required if using a deep fryer. All fire extinguishers to be inspected and tagged within the last 12 months. Fire extinguishers are the full responsibility of vendor and are NOT supplied by the Chamber. Adequate space must be allowed for fryers and other appliances. A non-combustible cover must be provided for deep fryers in the case of rain or fire. All vendors will be inspected and not allowed to operate until fully compliant. The Chamber is not responsible for lost time or income if booths are not allowed to open until codes are met. For additional information on local fire regulations, contact the River Falls Fire Department (Mike Moody at 715-307-9526).
- **WATER:** Non-potable water can be accessed within close proximity to the festival grounds. Vendors are responsible for providing water necessary for cooking, cleaning, and other operations according to health regulations.
- **GARBAGE:** Vendors are responsible for their own garbage/recycling receptacles and liners. The event will provide dumpsters in a designated area, but Vendor is responsible to transport garbage. All vendors are required to clean their area at the end of the festival. Vendors MUST remove all cooking oil and/or other liquid materials from the premises. No dumping will be allowed.
- **BREAKDOWN:** Vendors are not permitted to begin breaking down their space until the official closing time of the festival, Sunday at 4:00PM. Vehicle traffic may resume on the festival grounds for break down only after event security has cleared the grounds of guests and deems it safe for vehicle traffic. Breakdown must be fully completed by 10:00PM Sunday.
- **SECURITY:** Area will be patrolled, but valuables are left at your own discretion. Chamber is not responsible for lost or stolen items.

Bacon Bash Food Vendor Application 2019

Vendor Contact Information

Company/Organization Name: _____

Contact Person: _____

Mailing Address: _____

Phone: _____ Email: _____

Website: _____ Facebook Page: _____

Insurance Provider & Policy #: _____

Vendor Proposal & Pricing

Please provide a detailed description of your MENU item(s) that will be sold in your vending space along with respective prices (recommended pricing for ready-to-eat menu items is \$8.00 or less). This application will be reviewed by a selection committee, with vendors chosen based on the merits of this information, so be as descriptive as possible. **Include or email a photo of each item to marissa@rfchamber.com. Photos will be used by the selection committee and for marketing purposes, if selected.** Additional literature and/or examples of prior vending experience are welcome. Only menu items approved by the event selection committee will be permitted on site. Substitutions are NOT allowed once the menu has been approved. Please feel free to attach additional pages to this application, if necessary.

MENU ITEM WITH DESCRIPTION	PRICE (# OF TICKETS)	PHOTO Emailed

For the 2019 event, the Bacon Bash planning committee is looking to provide greater visibility and more marketing opportunities to the food vendors. Below are a couple of ways to get involved. **Please mark YES or NO if interested:**

Presenting an on-stage promotion of your business/organization and menu items: _____

Giving an on-stage cooking demo of a menu item: _____

Space, Amenities, and Fees

Deposit Requirement

- \$250 deposit. Deposit due at time of application. Deposit to be refundable to vendors who adhere to the guidelines outlined in this application following the conclusion of the festival. Deposit will be combined with reimbursement of net sales due from “redeemed” tickets as outlined in the application. Deposit and booth fees are non-refundable in the event of vendor cancellation. There is no rain date or refund on the event of cancellation. Vendors unable to attend are requested to contact the Chamber as soon as possible. Non-compliance may result in exclusion from future events.

Vending Space

- 10' x 10' Space Only \$250*
- 10' x 20' Space Only \$500*

Concession trailers must be parked in the vending space for the duration of the event and used primarily to serve customers. **Exact dimensions (length/width/height) must be submitted with Application.** Dimensions must include trailer hitch and tongue.

Utility/storage trailer and vehicle parking are not permitted on event site. Larger spaces and customized set up to be reviewed on an individual basis – please inquire.

**Contact the Chamber for membership discounts.*

Electrical Service

Electrical service is provided at no additional cost and located within 100 feet of designated booth. Any necessary extension cords to be provided by the Vendor. **Upon acceptance of your Vendor Application, the Chamber will provide a list of available electrical options to determine your needs.** Note that no portable generators will be allowed.

Remittance Checklist – APPLICATION WILL NOT BE CONSIDERED UNTIL ALL REQUIRED INFORMATION HAS BEEN RECEIVED BY THE CHAMBER:

- Completed Application Form including menu, pricing, and photo(s)
- Contacted the Pierce County Health Department (*at least 14 days prior to event*)
- Certificate of Liability Insurance
- Check payable to River Falls Chamber of Commerce for total payment (deposit and booth fee)
- Submit all items to River Falls Chamber of Commerce at 215 W. Maple Street, River Falls, WI 54022

Waiver of Liability

In consideration of your accepting this entry I, the undersigned intending to be legally bound, hereby for myself, my heirs, executors, and administrators waive any and all rights and claims for damages I may have against the River Falls Chamber of Commerce and Tourism Bureau and the City of River Falls and their representatives, volunteers, successors, and assigns for any and all damages suffered by myself or my team at the event. Further, I grant full permission to the River Falls Chamber of Commerce and Tourism Bureau and/or other agents authorized by them to use photographs, videotapes, recording or other records of this event for legitimate reasons. I agree to abide by the rules and regulations of the Bacon Bash and have enclosed all required items. Acceptance of this Application constitutes a binding contract. Application is not a guarantee of acceptance.

Name: _____ Title: _____

Signature: _____ Date: _____

Chamber use only: Date Received: _____ Check #: _____ Amount: _____ Staff: _____