



FOOD COURT VENDOR INFORMATION 2008

- Festival Date:** Saturday & Sunday, July 19 & 20, 2008 (Rain or Shine!)
- Location:** On the grounds of Watkins Glen International, Watkins Glen, NY
- Contact:** Tammy Spear, 607-535-2486, x410; Fax: 607-535-2254; E-Mail: tspear@theglen.com
- Hours of Operation:** 10:00am – 5:00pm both days
- Set-up Time:** Friday 9:00am - 6:00pm Saturday 6:00am - 8:30am
- Tear down:** Sunday 5:00pm → (No Monday teardown)
- Site (Outside) Info:** “The Park” Grassy Area with Trees
“Cabernet Courtyard” Blacktop
Site depth will accommodate up to 20’ Tent. (No deeper)
No Water Hook-ups, but spigots available nearby
Supply Trucks/Trailers may be parked nearby, **but not behind tent in compound.**
Electric available with reservation.
Electric - \$15.00 per 110 plug, \$75.00 per 220 plug.
- Acceptable items plugged in include: cash register, lights, fans
 - Anything that heats (coffee pots, roasting ovens) or cools (refrigerators) needs prior approval from the festival management.
- Tenting Guidelines:** Vendor’s own tenting/shelter may be used
(Must have prior approval from the festival. **No tarps or tattered/dingy tents.**)
Tents may be rented through the festival’s decorating company. No other rental companies will be allowed.
- Vendor Fee:** **\$200 space reservation fee.** 20% commission fee (minus \$200 reservation), payable prior to leaving the festival grounds on Sunday night. (Proof of cash register totals may be required.)
- Signage:** Vendor’s are required to post a prominent sign with menu & pricing

Food Products Planned for Inclusion

The Festival will be accepting restaurants/food court vendors based on a combination of menu offerings and site presentation as noted in the application. We are looking for upscale and unique offerings, and will not be accepting vendors who propose to sell typical carnival foods such as Hot Dogs, Hamburgers, Cotton Candy, or packaged novelty snacks.

Please note that Food Vendors may not include retail items such as souvenirs or packaged food products like sauces, jams, or salad dressings. The participation of local farmers is vital to the success of this event and those local farmers who choose to participate need to enjoy a reasonable level of success with items such as these.

Beverages

Only Pepsi products are allowed to be sold, including Aquafina water. Other beverages that can be offered are juice, iced tea, lemonades, coffee, etc. Finger Lakes wine and beer (Only Budweiser products Bud, Bud Light, Busch products, Michelob) and the vendor is responsible for following all NYS Liquor Authority rules and regulation.

Security

Over-night security will be provided by Watkins Glen International, and the Festival will arrange for uniformed law enforcement officers to be on patrol during the event, and overnight. We are not, however, responsible for stolen or otherwise damaged items left over-night.

Licenses/Permits/Insurance

Food Vendors are required to obtain any health department (Schuyler County) or alcohol related permits normally required for an off-premise operation.

You are required to have a valid New York State Permission to Collect Sale and Use Tax Certificate on display at your booth and **on file with the Festival Office by March 31th 2008**. A form to apply for a temporary vendor tax certificate may be obtained by calling 800-462-8100, however, the certificate is not issued until 20 days after the form is received in the tax office. A certificate may also be obtained in person in Rochester (716-530-8400), Syracuse (315-428-4230), or Binghamton (607-721-8482). You can also apply on line www.nys-opal.com

You are required to maintain the following level of insurance coverage during the period of the festival; \$1,000,000 per occurrence of bodily injury and \$1,000,000 per occurrence of property damage or \$1,000,000 combined single limit, including \$1,000,000 Liquor Liability if vendor's operation includes sale of alcoholic beverages, which shall be written on an "Occurrence" basis. In addition," Watkins Glen International, Inc. its parent, subsidiary and affiliated companies and their respective shareholders, officers, directors, employees, members, agents and assigns, as respects to the Finger Lakes Wine Festival July 17-20, 2008. as "additional insured", and a certificate evidencing proof of such coverage will need to be in the festival office no later than April 30, 2008.

Fire Extinguisher

The Town of Dix Code Enforcer requires all participants to provide their own fire extinguisher for their site(s). Those exempt from requirement are ONLY the participants located inside the main tasting area. All participants that bring their own tents and/or trailers must adhere to the requirement.

Worker Entry

Each vendor will receive Vendor Badges as needed for working staff only. Badges will be mailed out at least 2 weeks prior to the event, in an amount noted on individual contracts. Additional needs for access maybe handled via a purchase of tickets. Each vendor will receive 1 parking pass for a delivery vehicle. Parking for personal vehicles is convenient to the festival area.

Tickets

Tickets will be sold in advance through the Watkins Glen International Ticket Office (1-866-461-7223), at the gate of the festival on event day, online at www.FLWineFest.com, Watkins Glen International's The Shop. Vendors may purchase discounted tickets in advance by calling the Festival Office. Please note: there is limited availability of discounted tickets 4 per booth/site.

Sub-Renting

Under no circumstances may you sub-rent your booth space to any other vendor.

Power/Utilities/Phones

Electrical receptacles under festival tents are at a premium and all needs must be communicated well in advance of your arrival. Electrical receptacles are not generally available at sites outside of the main tents. Special circumstances may be accommodated, at the Vendor's cost, and will be handled on an individual basis. The festival office will maintain a number of phone lines for vendors to use to call in credit card verifications. No water hook-ups are available, but there are water spigots nearby that can be used to fill your containers.

Program Ad Discounts

All registered vendors are eligible for a 10% discount on ads placed in the festival's Tasters Guide. See separate sheet for program info.

*****NO vendor will be allowed on the property unless we have a copy of their NYS Certificate of Authority to collect sales tax, and a current insurance certificate, using the proper wording as stated above, a signed contract and payment. Vendors must have the Sales Tax Certificate prominently displayed at their location.**