

Address Service Requested



**Eagle River Area Chamber of
Commerce & Visitors Center
201 N Railroad St.
P.O. Box 1917
Eagle River, WI 54521-1917**



**Saturday and Sunday
October 7th & 8th, 2017**

**Auxiliary Food
Vendor
Application**

Welcome To Cranberry Fest— Eagle River, WI

Dear Auxiliary Food Vendor,

It is our pleasure to extend to you an invitation to participate as an Auxiliary Food Vendor at Cranberry Fest in Eagle River, WI. Our event was created 38 years ago to celebrate the harvest of Wisconsin's State Fruit—the Cranberry. Each year over 40,000 people attend this event.

Enclosed please find an application to be an Auxiliary Food Vendor at Cranberry Fest. We select vendors based on the quality and variety of foods, space availability, festival experience and past relationship with Cranberry Fest. We select vendors as to create a non-competitive atmosphere with our local organizations and not to duplicate other Auxiliary Food Vendors. We prefer cranberry related food items, specialty foods and ethnic foods.

Again, we welcome and look forward to your application to the 38th Annual Cranberry Fest.

On behalf of the 38th Annual Cranberry Fest Committee,

Kim Emerson—Executive Director

Food Items: Snack/Specialty/Ethnic Items

Items sold **must** be different than items sold by local community service organizations inside the Cranberry Fest Food tent and different from other Auxiliary Food Booths. NO duplications. What you list on your application and are approved, is what you will be allowed to sell. Items should be cranberry related, specialty foods and/or ethnic foods.

Please avoid the following items at your food booth.

Hot dogs, porkette sandwiches, hamburgers, brats, chicken breast sandwiches (with or without cranberry sauce), cranberry sauerkraut meatballs, baked beans, potato chips, chicken and rice soup, chili, and funnel cakes.

Cranberry Fest is a community effort to raise money for the Eagle River community and its not-for-profit organizations.

Cancellation Policy

Fees must be included with completed application and are non-refundable after notification of selection.

Event Questions

For further information, please feel free to contact Kim Emerson—Executive Director of the Eagle River Area Chamber of Commerce at (800) 359-6315 or email: kim@eagleriver.org

Food License

For questions regarding food licensing and serving procedures contact:

Vilas County Public Health
302 W. Pine St.
Eagle River, WI 54521
715-479-3656

Rules & Regulations

- Each vendor must bring with them enough product to be operational during the entire event.
Saturday: 9:00am—4:00pm
Sunday: 9:00am—3:00pm
- Your business must follow all health code guidelines as set according to the Wisconsin State Department of Health.
- Vendors are permitted to sell only the food items they have submitted and have been approved to sell during the event. Items presented for sale at the event that have not been submitted and approved may be removed at discretion of the Cranberry Fest Committee.
- Vendors are responsible for the proper disposal of all their own waste. Please take items to the nearby dumpster. Dumping of any kind of grease or food waste on the grounds will not be allowed and is grounds for immediate dismissal.
- **NO ANIMALS** (dogs, cats, etc.) allowed on Vilas County Fairgrounds according to the Vilas County Animal Ordinance #19.08. This ordinance will be strongly enforced by the Vilas County Sheriff's Department and Cranberry Fest Personnel.

Cranberry Fest

Auxiliary Food Vendor Information

Event Dates & Times

Event Date: (Rain or Shine)

Saturday, October 7, 2017	9:00am—4:00pm
Sunday, October 8, 2017	9:00am—3:00pm

Event Set Up:

Friday, October 6, 2017	Noon—4:00pm
(Friday is a required set-up date for those needing electrical service.)	
Saturday, October 7, 2017	6:00am—8:00am

Event Clean Up:

Sunday, October 8, 2017	3:00pm
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- **Vendors MAY NOT tear down or bring vehicles on to festival grounds until after 3:00pm on Sunday.**

Application Deadline

Applications with full payment and required paper work must be returned to the Eagle River Area Chamber of Commerce and Visitors Center. Booths will be approved as they are received and until all the available booths are filled. Preference is given to those in good standing from the prior year.

If you would like to be removed from our mailing list please call us at 800-359-6315.

Thank you.

Booth Space Information

Booth Space: \$400

Booth spaces are 12'x12' in size. If you have a trailer larger than or need more than a 12'x12' space, you will need to pay for 2 spaces.

Electrical Fee: \$75

If you need electricity, there is an additional charge of \$75.

Electrical service is available in 120 volts—2,000 watts—20 amp circuit

Due to noise, NO generators will be allowed.

Placement of booths will be determined by the Cranberry Fest Committee. Vendors must fill out the Auxiliary Food Booth Application form and pay all rental fees in advance. You will be notified by mail if you have been accepted. If you are not accepted, your application fees will be returned to you.



Permits/Insurance/Licensing

All vendors must provide Cranberry Fest with an up to date:

- **copy of your valid Wisconsin Seller's Permit**
- **copy of your food license**
- **copy of your general liability/equipment insurance coverage**
- **a letter stating that your cord service has been inspected and the date it was last inspected (cords must be service duty rated for rough service)**

You may obtain a **Wisconsin Seller's Permit** by contacting:

Wisconsin Dept. of Revenue, Income, Sales, Inheritance
& Excise Tax Division
P.O. Box 892, Madison, WI 53708

or call (608) 266-2776.

Liability/Equipment Insurance Coverage

Food product liability insurance as well as equipment liability insurance with limits no less than \$1,000,000 must provide coverage for liability to customers and all other third parties and their property. Up to date certificates of insurance must be provided to the Eagle River Area Chamber of Commerce/ Cranberry Fest prior to September 1, 2017 and include the Eagle River Area Chamber of Commerce as covered on the policy.

Note: The Eagle River Area Chamber of Commerce/Cranberry Fest has the right to refuse electrical hook up to cords deemed not serviceable.