

Poplar Grove Plantation
Food Vendor Contract
2020 Herb and Garden Fair

Dear Food Vendor,

Thank you for your participation in our event! We are looking forward to having you here. Please completely fill out the requested information and include copies of liability insurance. All further correspondence will be by email. If you don't have email, we will call you if needed. Please don't hesitate to email or call if you have any questions or concerns.

Event Information

Name of Event: Herb and Garden Fair

Event Date(s)/Time(s): Saturday, March 28th, 20 (9:00 am-5:00 pm) and Sunday, March 29th, 20 (10:00 am-4:00 pm)

Fee: \$150.00 payable to Poplar Grove Foundation *Non self contained food trucks additional fee of \$90.00 is required for rental of approved health department gray water disposal bin. You must have your own grease disposal system approved by the Pender County Health Department.

Set up Information (date/time): Setup Info. and map will be supplied prior to the date

Poplar Grove Contact: Suzette Cooper-Hawley 910-686-9518 x 102 suzette@poplargrove.org

Poplar Grove Address: 10200 US Highway 17, Wilmington, NC 28411

Vendor Information

Vendor Business Name: _____

Business Contact/Owner Name: _____

Address: _____ City _____ State _____ Zip _____

Phone: _____ Email: _____

List of all items served: (May attach a menu or a separate page if needed): _____

Type & size of vending unit (including tongue) and include length of towing vehicle/serving side _____

Electricity Requirements: none _____ / if yes, # of outlets needed: _____ Amperage: _____ Vendors must supply any needed electrical cords, food grade water hose, back flow preventer and all equipment necessary to obtain a permit. Low volume generators only are permitted.

You are responsible for contacting the Pender Co. Health Dept. to obtain a Temporary Food Stand Permit. Environmental Health Div., PO Box 682, Hampstead, NC 28443; phone: 910-270-5000; fax: 910-270-2526.

The food vendor is solely responsible for obtaining food permit, insurance and any necessary licenses.

Food vendors must provide a copy of current general and product liability insurance policy.

It is hereby agreed that the vendor will take part in the Herb and Garden Fair organized by Poplar Grove Plantation on March 28th, and March 29th, 2020 for the entire scheduled time. Vendor will pay a sum of \$150.00, a non-refundable fee made payable to Poplar Grove Foundation.

Vendors are responsible for securing their units at closing each night of the event.

Vendors are responsible for cleaning and removing all trash in the area of their food booth after each day/night and at the end of the event. Food areas must be kept clean at all times. No trash, waste water, cooking oil or other items may be dumped on the grounds. All zip-ties and other items used to set up the booth must be removed.

I _____ will not hold the **Poplar Grove Foundation, Inc.**, or its owners, employees, volunteers, directors and associates liable for any loss, damage or injury. I further agree to indemnify, save harmless and defend **Poplar Grove** and its representatives in interest from and against any and all claims, demands, actions, debts, liabilities and attorney's fees arising out of, claimed on account of, or in any manner predicated upon loss or damage to the property of and injuries to or death of any and all persons whatsoever, in any manner caused or contributed to by the vendor, its agents, or employees while in, upon, or about the **Poplar Grove** grounds where the booth is located, or while going to or departing from the same, and to indemnify and save harmless **Poplar Grove** and its representatives in interest from any liability that the **vendor** and **Poplar Grove** may suffer as the result of acts of negligence, fraud, or misconduct of any vendors agent or employees on or about the **Poplar Grove** grounds.

I release the **Poplar Grove Foundation, Inc.** from any and all liability for loss or damage to property and the merchandise used by the vendor in the operation of the concession due to theft, vandals, fire, storm, flood, and damage through any force of nature otherwise.

I further grant the **Poplar Grove Foundation, Inc.** permission to use any photographs, motion pictures, recording, or any other record of my participation in the festival for any legitimate reasons.

Signature _____

Date: _____

Mail to: Poplar Grove Plantation, 10200 US Highway 17, Wilmington, NC 28411 – Attn: Suzette Cooper-Hawley