



Vendors – Please Read! We have added another Mayberry Food Truck Fest this year scheduled for Sunday, July 21st, 12pm – 6pm in Mount Airy, North Carolina. The purpose of this festival is to say THANK YOU to our loyal vendors. If you paid for and attended the Mayberry Food Truck Fest on April 14th, we would like to offer you half price participation for the Sunday, July 21st festival. Vendors who attended the April 14th festival will have a guaranteed spot in the July 21st festival.

About Mount Airy:

Historic Downtown Mount Airy resides at the doorstep of the Blue Ridge Mountains where our urban living is enhanced by arts, entertainment, local wine, craft brews, and our Traditional Music roots. Fostering a diverse variety of small businesses, flavored with authentic dining experiences, Mount Airy is a true southern town with all the charm of Mayberry. 2017 marked the first year of the Mayberry Food Truck Fest events. We host one in the spring and one in the fall. With only a year years of food truck festivals under our belt, we have already grown the event to attract more than 25,000. The annual Autumn Leaves Festival just celebrated its 52nd year with an estimated 250,000 in attendance. The Annual Mayberry Days Festival has been celebrated for 28 years with an estimated 50,000 in attendance. With more visitors and tourists flocking to our downtown every year, we anticipate that this event will continue to grow. For a full list of events and festivals held in Downtown Mount Airy, visit www.mountairydowntown.org

General Information:

The Mayberry Food Truck Fest will be held on Sunday, July 21, 2019 from 12:00 p.m. – 6:00 p.m. on Main Street in Mount Airy, North Carolina. The portion of Main Street used for the festival will be closed to vehicular traffic.

2019 Festival Fee: *HALF PRICE FOR VENDORS WHO ATTENDED/PAID FOR APRIL 14, 2019

The 2019 Mayberry Food Truck Fest fee requires a non-refundable application/ participation fee from the vendors to guarantee their participation. There will be no percentage of sales due to Mount Airy Downtown, Inc. (the event organizer) beyond the application fee for food vendors. Checks should be mailed in at the time of application submittal. Fees are as follows:

*Savory/Food Vendors: \$200 fee (**\$100 for April 14th Vendors**), *Dessert/Ice Cream/Coffee Vendors: \$100 fee (**\$50 for April 14th Vendors**), *Breweries: \$100 fee (**\$50 fee for April 14th Vendors**) with 10% of beer sales for festival day (cap at \$500 per brewery). Everything above that brewery keeps. Mount Airy Downtown, Inc. will be selling beer/wine cups and wristbands. Anyone purchasing alcohol must first purchase one of our cups for \$5. Alcohol vendors may only sell alcohol to attendees who are wearing a wristband and have the event cup. We will check ID's for the event.

Space Assignments:

Booth/Truck locations will be determined 1 week prior to the festival once all accepted applications are processed. Considerations will be based on competing food categories and time of submission of application. Submittal of application does not guarantee participation, and all accepted vendors will receive a confirmation email letter within two weeks of receiving the application in receipt of application. Vendors will be notified of location 1 week prior to the festival via email. If you are not accepted as a vendor to this event, your application fee will be returned.

Permits:

It is the vendor's responsibility to acquire all needed city and state permits for onsite activation. The Mayberry Food Truck Fest will do its best to aid in this process. You will be required to

submit a copy of your Mobile Food Unit License or Temporary Food Establishment License (if applicable), and a copy of your Certificate of Insurance listing Mount Airy Downtown, Inc. as an additional insured for the day of the festival.

Insurance:

Every participating food truck must provide proof of insurance and attach it to your application. Please list Mount Airy Downtown, Inc as an additional insured for the day of the festival.

Ground Surface and Weather:

The Mayberry Food Truck Fest is an outdoor event held on Main Street in Downtown Mount Airy. There can sometimes be locations that are not perfectly level. Please be sure to bring truck levels and indicate whether your on-site activation has specific needs in this case. Regardless of ground surface, we do require that all tents have a 25lb weight on each leg for safety in any windy weather. Mayberry Food Truck Fest will take place rain or shine as long as the weather does not create any safety issues. Please be prepared for all kinds of weather.

Payment:

Vendor payments must be received with the application. All checks can be made payable to Mount Airy Downtown, Inc. Payments can be sent to the following address:

Mount Airy Downtown, Inc.
P.O. Box 6309
Mount Airy, NC 27030

Load In/Load Out:

Load in for the festival will depend on the size, location and specific needs of the vendor. We will contact you with your specific load-in time prior to the event. All vendors should plan to arrive at the event before between 8:00 a.m. and 9:30 a.m. to be set up by 10:00 a.m. (2 hours prior) to the start of the event. Load out for the event will be in the evening after Mayberry Food Truck Fest closes. All vendors must load out that evening. Due to insurance and liability reasons, vendors that fail to arrive on time, may be refused entry unless otherwise communicated.

Cancellation Policy:

The application fee is non-refundable. Vendors that need to cancel their reservation should contact Mount Airy Downtown, Inc. no later than one week prior to the event. Applicant is required to follow all rules and regulations set forth by all event, city, state and national law making organizations. If your application is rejected your deposit will be sent back to you.

Please see below for the Mayberry Food Truck Fest Application and Contract. By signing this contract, the vendor agrees to all specified terms in the Mayberry Food Truck Fest Vendor Package. Payment in full will also signify agreement to terms.

Questions? Contact:

Lizzie Morrison, Main Street Coordinator
Mount Airy Downtown, Inc.

Phone: 336.401.0885, Email: coordinator@mountairydowntown.org

Food Vendor Application

CONTACT INFORMATION

Company _____ Contact Person _____

Phone Number _____ Email Address _____

Mailing Address _____

City _____ County _____ State _____

Zip Code _____

TELL US ABOUT YOURSELF

Food Truck

Trailer

Booth

TRUCK/CART DIMENSIONS

Height: _____ X Width: _____ X Length: _____

Please include dimensions of tent or awnings if you plan to bring them.

Indicate here what side of your truck/trailer your serving window is on: _____

I HAVE ATTACHED THE FOLLOWING (check each one and attach):

COPY OF MENU

COPY OF TFE OR MFU (Temporary Food Establishment or Mobile Food Unit)

CHECK MADE PAYABLE TO MOUNT AIRY DOWNTOWN, INC.

WE WANT TO PROMOTE YOU

Website: _____

Facebook Page: _____

Please email 2 to 3 promotional photos to coordinator@mountairydowntown.org so that we can help promote your participation in our festival.

WHAT ELSE DO WE NEED TO KNOW ABOUT YOU/WHAT SPECIAL REQUIREMENTS DO YOU HAVE? *You are required to provide your own power/generator and water supply.

*****Please attach: a copy of your COI (Certificate of Insurance) listing Mount Airy Downtown, Inc. as an additional insured, a copy of your MFU (Mobile Food Unit) License or your TFE (Temporary Food Establishment) License (if applicable), and a copy of your Menu.**

NORTH CAROLINA, SURRY COUNTY

MAYBERRY FOOD TRUCK FEST CONTRACT

THIS CONTRACT, is made and entered into this the 21st day of **July, 2019** by and between the MOUNT AIRY DOWNTOWN, INC. hereinafter referred to as MAD, and hereinafter referred to as party of the first part.

THAT, WHEREAS, MAD is the official sponsor of the MAYBERRY FOD TRUCK FEST to be held on APRIL 15, 2018. WHEREAS, the party of the second part has applied for the following described concession during the MAYBERRY FOOD TRUCK FEST to the MAD and WHEREAS, the parties have reached an agreement with respect to the compensation to be paid by the party of the second part to the MAD.

NOW, THEREFORE, in consideration of the foregoing and for the good and valuable consideration, the parties herein do agree as follows, to wit:

1. The MOUNT AIRY DOWNTOWN, INC. agrees that **(Group Name)** _____ shall be entitled to the following named concessions
(Food Name) _____ (with only those items listed to be sold at the listed price) at the MAYBERRY FOOD TRUCK FEST to be conducted on MARCH 25, 2018 to wit:
2. The party of the second part in consideration for the granting of the above concession agrees to pay at rental \$ **NON REFUNDABLE PARTICIPATION FEE DUE WITH COMPLETION OF APPLICATION. (see fees under "2019 Festival Fee")**
3. The party of the second part accepts their stand's placement at the discretion of the MAD and agrees to not display anything of political nature on their stand. All stands will be juried during the Festival for quality of product and general operation. No public address system will be allowed or used by parties of the second part.

4. The party of the second part agrees to sweep all accumulated trash from around their stand into open fire lanes of the street at the end of the festival, 6:00 p.m. on April 14, to make it easier for City crews to clean streets and hold down costs. **There will be a charge to those not adhering to this request when the City or MAD has to use extra labor for this chore. This also applies to any charge associated with cleaning or repairing the area your group uses (especially grease). Food Vendors must use the grease pits behind Barney's Café. Do not use any other grease pits downtown and do not leave grease containers on street, they must be taken to the designated location specified.** Any damage to stands or tents owned or rented by party of the first part will be the liability of the party of the second part using that stand or tent. Damage to City or business property will also be a liability of the party of the second part.

5. ***Parties of the second part are required to operate their concession stands for the scheduled hours of the festival;*** provisions should be made to have sufficient supplies of products for sale during these total hours.

6. The party of the second part agrees not to be a party to any action, suit or claim against the sponsoring organization.

IN TESTIMONY WHEREOF, the parties hereto have affixed their hands and seals of the day and year above written.

MOUNT AIRY DOWNTOWN, INC.

BY: _____
 (Signature of Mount Airy Downtown, Inc.)

PARTY OF THE SECOND PART

BY: _____
 (Signature of the Food/Beverage Vendor)

****What to Submit With This Application:**

- Payment in the form of a check or money order made out to Mount Airy Downtown, Inc. Your application is not complete without payment.
- A copy of your MFU (Mobile Food Unit) license or your TFE (Temporary Food Establishment) license. It is your responsibility to contact the Surry County Health Department to obtain a TFE if you need one.
- A copy of your COI (Certificate of Insurance) listing Mount Airy Downtown, Inc. as an additional insured for the day of the event.
- A copy of your menu
- Promotional photos that we can use to promote you at the Mayberry Food Truck Fest.