



Checklist for Food & Beverage Application Submission

- Thoroughly read and keep the food & beverage information & guidelines
- Thoroughly read and comply with The Atlanta Dogwood Festival's Greenware Policy

ITEMS BELOW ARE TO BE COMPLETED, MAILED, & POSTMARKED BY:

SATURDAY, FEBRUARY 14TH, 2009 and mailed to:

PREMIER EVENTS, Post Office Box 52997, ATLANTA, GA, 30355

- Carefully read, complete, and sign the food & beverage concession application
- Application and fees
 - Checks must be payable to Premier Events
 - Post dated checks will NOT be accepted
 - Any returned checks will be assessed a non-refundable \$35 fee (no exceptions).
- All accepted food and beverage vendors will be required to meet or exceed all guidelines and requirements of the Fulton County Health Department. A Copy of these guidelines is available upon request.

PLEASE ENSURE YOUR APPLICATION IS COMPLETE BEFORE SUBMITTING

INCOMPLETE APPLICATIONS MAY BE RETURNED AND DELAYED FOR PROCESSING

Food & Beverage Concession Information & Guidelines

Traveling concessionaires and Atlanta restaurants are invited to participate in the 2009 Atlanta Dogwood Festival.

Date & Time:

Thursday, April 16th **Set up only!** You will be assigned a check in time upon acceptance

Friday, April 17th **Noon – 8:00 PM**

Saturday, April 18th **10:00 AM – 8:00 PM**

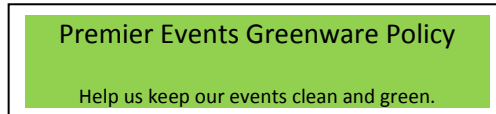
Sunday, April 19th **Noon – 7:00 PM**

Location: **Back in Piedmont Park, Atlanta, GA!**

Food Concessions Guidelines:

- All food vendors participating in the 2009 Atlanta Dogwood Festival must have at least \$1,000,000 of liability insurance for the event. Upon acceptance to the Festival, you will be required to name The Atlanta Dogwood Festival, Inc.; Premier Events, LLC; Premier Events Management, Inc.; and The City of Atlanta as additional insured for the event. Certificate of Insurance reflecting these additions **MUST** be received no later than **Friday, April 3rd, 2009**.
- **Please include a photo with your application. If you have a website with photos, please print the photos and attach them to the application. Also, please attach a diagram of your proposed set up showing dimensions of your tent or trailer, storage needs, etc.**
- Please indicate your TOTAL power needs (defined as the maximum amperage used at any given time) for your operation. Power requirements above (2) 20 Amp plugs will be subject to additional charges based on availability– you will be advised of these charges prior to the event. Requirements for 220 V power will require an additional fee. Additional 110v or 220 v drops or an electrical hardwire are estimated at \$200 per location but actual fee will be determined.
- **All vendors are responsible to meet the requirements of the Atlanta Fire Department and the Fulton County Health Department including but not limited to proper fire extinguisher for your type of cooking (K rated extinguishers are required for food vendors cooking with grease), Roofing paper as a base if you are setting up on hard scape, proper temperature controls, proper food handling and food storage.**
- Food Booth space will be calculated at a rate of \$200 per linear foot of your booth's WIDTH, or SALES FRONTAGE. For example, a 10' deep x 12' wide location will pay \$2,400.00.
- You are allowed to sell Brewed Tea and Fresh Squeezed Lemonade at your location.
- Smoothies, Soft Drinks, Bottled Water and Alcoholic Beverages are not allowed to be sold.

- If you desire to do an exclusive item, please contact us or make a note on the application. Each request will be addressed on a case by case basis and requires festival approval.
- Vendors with trailers need to include the tongue length when calculating your fees.
- Payments must be made with a Business Check, Money Order or a Cashier's Check, made payable to Premier Events. Any payment made within 3 weeks of the event must be made with certified funds.



All food vendors and restaurants participating in festivals and events with Premier Events are not permitted to serve prepared food on **polystyrene foam** (such as Styrofoam) disposable food service ware. Alternatives to polystyrene foam include uncoated paper, coated paper, cardboard, other plastics, aluminum foil food service ware, recycled paper napkins, and “bio-plastics” made from corn, potato, and other plant materials.

What is wrong with polystyrene foam?

Made from crude oil, it is non-renewable, non-biodegradable, and virtually non-recyclable. It ends up in landfills, waterways or the ocean. It breaks down into smaller and smaller pieces which are often mistaken for food and ingested by marine mammals, birds, and fish. Medical evidence also suggests that chemicals in polystyrene foam are carcinogenic and may leach into food or drink.

Ask your distributor for compostable alternatives to foam and plastic or try some of the sources below:

www.greenlinepaper.com

www.ecowise.com

www.webrestaurantstore.com

www.recycline.com

www.recyclaholics.com

www.usfoodservice.com

www.simplybiodegradable.com

www.appinc.com

THANK YOU! WE LOOK FORWARD TO YOUR PARTICIPATION IN OUR 2009 EVENTS





Post Office Drawer 52997 Atlanta, Georgia 30355 www.pemi.net

2009 ATLANTA DOGWOOD FESTIVAL FOOD VENDOR APPLICATION

Date & Time: **Friday, April 17th** **Noon – 8:00 PM**
 Saturday, April 18th **10:00 AM – 8:00 PM**
 Sunday, April 19th **Noon – 7:00 PM**

Location: **Back in Piedmont Park, Atlanta, GA!**

Premier Events has been contracted to solicit and place vendors for the 2009 Atlanta Dogwood Festival. Please read all information carefully and follow all instructions when filling out and submitting the application. Do not leave any area blank or assume we already have your information.

APPLICATION DEADLINE IS SATURDAY, February 14th, 2009
Application is not complete without Menu, Photo of your set up, and Cost estimate sheet

Name of Organization/Company: _____

Vending Booth Name: _____

Contact Person: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____ Cell Phone: _____

Phone: _____ Fax : _____ E Mail : _____

Web Site: _____ Number of years in business: _____

Vendor in 2008: **YES** **NO** (CHECK ONE)

Comments: _____

Please give us two references from festivals/events you have participated in the past, do not include festivals managed by Premier Events:

Event & Year(s): _____ Location: _____

Contact Person: _____ Phone: _____

Event & Year(s): _____ Location: _____

Contact Person: _____ Phone: _____

-----EVENT USE ONLY-----

Date received: _____ Accepted Y / N Additional Info Sent Y / N Date: _____

HD App Rec: Y / N Date: _____ Ins Cert Rec: Y / N Date: _____ CU Dep. Rec: Y / N

Tent Trailer Pushcart

Dimensions of your location: DEPTH X WIDTH (frontage) _____ X _____

Please include a photo with your application. If you have a website with photos, please print the photos and attach them to the application. Also, please attach a diagram of your proposed set up showing dimensions of your tent or trailer, storage needs, etc.

Please indicate your TOTAL power needs (defined as the maximum amperage used at any given time) for your operation. Power requirements above (2) 20 Amp plugs will be subject to additional charges based on availability– you will be advised of these charges prior to the event. Requirements for 220 V power will require an additional fee. Additional 110v or 220 v drops or an electrical hardwire are estimated at \$200 per location but actual fee will be determined.

of Amps: 110V _____ Amps 220 V ^{Single Phase} _____ Amps 220 V ^{Three Phase} _____ Amps

Do you utilize propane for your operation? No Yes If “Yes”, for safety purposes list the size and number of tanks you will have at your location:

Tank Size _____ Lb # of Tanks _____

Please be aware that the City of Atlanta Fire Department is requiring every event to have a propane permit. If you have an excessive amount of propane on site, you may be required to pay an additional fee.

Please estimate the amount of grease you will need to dispose of on site.

of Gallons _____

Will you be parking a vehicle at the festival (one per location)? _____. Please describe the vehicle including dimensions and any trailer etc.

Do you have current \$1,000,000.00 liability insurance? (City of Atlanta, The Atlanta Dogwood Festival, Premier Events, LLC, and Premier Events Management, Inc. will need to be named additional insured upon acceptance into the festival). Yes No

What other additional information will be helpful to us in making our decision?

MENU SUBMISSION

ATTACH PHOTOGRAPHS TO THIS PAGE

Select a category below that best describes your menu classification:

- | | | | |
|-----------------------------------|---------------------------------|----------------------------------|----------------------------------|
| <input type="checkbox"/> American | <input type="checkbox"/> Asian | <input type="checkbox"/> BBQ | <input type="checkbox"/> Cajun |
| <input type="checkbox"/> German | <input type="checkbox"/> Greek | <input type="checkbox"/> Italian | <input type="checkbox"/> Mexican |
| <input type="checkbox"/> Seafood | <input type="checkbox"/> Sweets | Other: _____ | |

Below, please list your proposed items for sale. Be specific and use extra sheets if needed.

We reserve the right to ask you to adjust your items to reduce duplication at the event.
****We are interested in finding Healthy Items to offer on menus this year- please indicate if an item listed should be considered as healthy.**

<u>Item</u>	<u>Price</u>	<u>Item</u>	<u>Price</u>
<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	
<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	
<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	
<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	
<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	
<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	
<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	
<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	
<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	
<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>	

***Please Attach Photo or additional notes**

