

## **Squeal on the Eel Festival Food Vendor Contract and Application**

Dear Food Vendor,

Thank you for your interest in participating in the 3<sup>rd</sup> Annual *Squeal on the Eel* Festival. This festival is currently a one-day event and the anticipated crowd size is between 8000 to 10,000 people.

The festival will be held on **Saturday, June 15<sup>th</sup> 2024** at Riverside Park in Logansport Indiana. The festival will run from 11:00am-10:30pm on the 15<sup>th</sup>. Festival setup for **vendors** is from **2:00pm – 8:00pm on Friday the 14<sup>th</sup>**. Security will be present overnight on the 14<sup>th</sup> to 15<sup>th</sup> and the entire park is fenced around for added security.

For more information about the festival, please visit our website at: [www.squealontheeel.com](http://www.squealontheeel.com) You can also follow us on Facebook, search Squeal on the Eel. We are excited for this event, and we can't wait to see you there.

### **Lot Rental**

- Lots are rented in 10x20ft sections. The price for 10x20ft section is \$150.
- Additional 10x10 spaces can be rented for \$75.

**PLEASE CONTACT:** If you have questions or concerns, please contact Stephanie Helton via email to [squealontheeel@gmail.com](mailto:squealontheeel@gmail.com)

### **What We Need From You:**

We kindly ask that you send the following information to our PO BOX or via email.

- 1) Menu or list of what you are selling
- 2) Exact size requirements for your setup, including hitch and awnings
- 3) List whether you have a trailer or a tent
- 4) ***YOU MUST*** have an approved temporary food permit from the Cass County Board of Health before **MAY 31, 2024**. The food permit is attached to this document and the fee is \$20 which must be paid to the **Cass County Health Department**.
- 5) Copy of Insurance
- 6) Please include your Signed Contract/Application

**Make both checks or money orders payable to **Squeal on the Eel****  
**Mail Application/Contract and money to:**  
**Squeal on the Eel**  
**c/o Stephanie Helton**  
**P.O Box 1853, Logansport IN 46947**

## Contract

Welcome to the Squeal on the Eel Festival. Thank you for your interest in participating as a vendor. Please read the following stipulations carefully. This form must be signed and returned with your vendor application and **payment before May 01, 2024.**

### Vendor Eligibility

The Squeal on the Eel Festival reserves the right to determine whether any vendor, product or display is eligible for inclusion in the festival. An acceptance or denial letter will come in the mail once application is received. Both parties mutually agree that the Squeal on the Eel Festival shall have full authority in the placement and operation of vendors and their booth space. Photos should accompany your contract showing set-ups and the merchandise to be sold. Any fliers being distributed must also accompany your submitted contract. No smoking or alcoholic beverages in or near the vendor booths. Some items that CANNOT be sold are as follows:

No food or beverage items may be sold, distributed, or given away outside of the food vendor area; No drugs or drug paraphernalia; No explosive items, fireworks, or aerosol propelled items or lighters; No stink bombs or anything similar that requires the product to be ignited; No knives, swords, guns, or any type of weapon.

### Vendor Space

Rental Exhibitor agrees to rent a space from the Squeal on the Eel Festival, of pre-determined dimensions and at pre-determined price. All vendors must stay open during the festival hours, Saturday June 15th from 11:00a.m. – 10:30 p.m. All **vendors** must be fully set up by **10 p.m. on Friday June 14<sup>th</sup>** unless approved by event coordinator Stephanie Helton. This can simply be your tent, table, and anything large that cannot be carried in the morning of the festival. **No vehicles will be allowed after 9:00 a.m. June 15th** or on festival grounds/sidewalks during hours of festival operation. This is something that we cannot allow due to safety of all workers / guest / volunteers that may be in the festival the morning of event.

### Set-Up & Breakdown

Vendors and food concessionaires are not permitted to arrive prior to 2:00pm on Friday, June 14<sup>th</sup> unless you have arrangements with coordinators prior to June 10<sup>th</sup>. Set-up will begin on Friday, June 14th from 2:00pm – 8:00 p.m. You must check in with a member of the festival Planning Committee prior to setting up your area. All vehicles must be moved to the designated and convenient vendor parking area immediately after they are unloaded and no later than 9:00 a.m. Saturday. No vehicles may remain on the property. Vehicles left on the property are subject to towing at the owner's expense.

Vendors are not permitted to directly wire and disconnect any electrical service. Only approved electricians are permitted to directly wire and disconnect electrical service. Vendors must provide their own 50' or 100' extension cords. Extension cords will not be placed across walking paths as to create trip hazards. Exhibitors will not nail, screw, or otherwise attach anything to columns, trees, or standard booth equipment. All trash must be put in the designated area trash containers. Vendors are responsible for ensuring their area is clean and free of trash. This contract becomes null and void if not set up prior to 10 p.m. on Friday, June 14th.

## **Vendor Limitations**

Vendors are not permitted to conduct raffles or games that have not been pre-approved by the Squeal on the Eel Festival. The use of devices for mechanical reproduction of sound or music is permitted (up to 85 decibels), but must be controlled. Sound of any kind must not be projected outside the confines of the vendor booth. Non-food vendors may not sell or give away food and beverage items. Sales of food and beverages must be pre-approved by the Squeal on the Eel Festival and must take place inside the food vendor area. Vendors are not permitted to roam the festival grounds or parking areas to sell products or to promote their business.

## **Damages**

Vendors are liable for any damage caused by fastening displays or fixtures to Festival floors, walls or to standard booth equipment, or for damage caused in any other manner. Vendor agrees to reimburse the City of Logansport Parks Department or property owners for damages.

## **Inspections**

Vendors and food concessionaries agree to make their concession or area of business available to the Squeal on the Eel Festival, Logansport Fire Department and/or the Cass County Health Department for inspection in order to determine compliance with the vendor contract, health department and fire department regulations no later than Saturday, June 15th at 9:00 a.m... Should deficiencies be found, the concession or vendor unit will not be permitted to open until all deficiencies are corrected.

## **Squeal on the Eel Vendor Contract Insurance**

All vendors must sign and submit a copy of Insurance with their payment and application. Vendors agree to indemnify, defend, and hold harmless the Squeal on the Eel Festival, Squeal on the Eel Festival employees, the City of Logansport, and the volunteers and officers against any and all third-party claims and other liabilities that are caused by, arise from, or grow out of the negligent acts or omissions of the vendor, its agents, officers, employees, representatives, servants, invitees, patrons or guests.

### **SUB-LEASING.**

Vendors may not sub-lease their space, nor any part thereof.

### **BOOTH RELOCATION.**

The Squeal on the Eel Festival reserves the right to relocate vendors in comparable spaces if it is deemed advisable and necessary and in the best interest of the festival. In the event of relocation, vendors will be advised in writing and given the option of selecting another location if available, or to cancel and receive a full refund of all payments.

### **DISPLAY DIMENSIONS.**

Each exhibitor is entitled to a reasonable sightline from the aisle regardless of the size of the exhibit. Therefore, the exhibit may not extend in front of any adjacent booth or exhibit.

### **REJECTED VENDORS.**

The vendor acknowledges and agrees that his/her exhibit shall be admitted and shall be permitted to remain in the festival grounds only upon continued strict compliance by the

vendor with the terms and conditions of this agreement. Notwithstanding such compliance, the Squeal on the Eel Festival reserves the right to reject or remove a vendor's exhibit, in whole or in part, from the festival grounds for any reason whatsoever. No portion of the rental fee shall be returned if the rejection or removal occurs upon violation of this agreement.

#### SECURITY & LIABILITY.

We will have 24-hour security presence during the festival; however, we cannot guarantee your individual items. By acceptance of this agreement, the vendor expressly releases the Squeal on the Eel Festival, Squeal on the Eel Festival, City of Logansport, Tyson Foods, and employees and the lessors/owners of the exhibit equipment of any and all liability for loss, theft, damage or destruction of property; nor for any injury to vendors or its employees while in the Festival Grounds.

**The vendor acknowledges that this contract and related documents have been fully read and understood and agrees to abide by them as written. This agreement is solely by and between the Squeal on the Eel Festival and the vendor. Refund will only be given if festival organizers cancel the entire event.**

**Squeal on the Eel Festival - Food Vendor Application/Contract**

**\*\* ALL Vendor Forms must be turned in by May 01, 2024 to ensure you have a spot at our festival**

Vendor Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Cell: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Insurance Policy Number: \_\_\_\_\_

(copy of insurance policy must accompany application)

Tax ID Number: \_\_\_\_\_ Items to be sold: \_\_\_\_\_

10x20 booth spaces needed: \_\_\_\_\_ Amount: (\$150 ea) \_\_\_\_\_

Additional 10x10 booth spaces needed: \_\_\_\_\_ Amount : (\$75 ea) \_\_\_\_\_

**Circle One:** 110 power Y/N 220 power Y/N

Circle One: Water Yes or No Direct Water Hook-Up is limited

Total Amount Paid: \_\_\_\_\_

Check Number: \_\_\_\_\_

Vendor Signature: \_\_\_\_\_

**Make both checks or money orders payable to Squeal on the Eel Festival**

**Mail Application and money to:**

**Squeal on the Eel**

**c/o Stephanie Helton**

**P.O Box 1853, Logansport IN 46947.**

**574-727-5606**