



FOR OFFICE USE

Please email your intention to participate by April 1, 2024 to: mhammaker@darkecountyparks.org
Application deadline July 1, 2024.
\$25 late fee after July 1

BOOTH # _____
Booth Size: _____
Tent Rental: _____
Ck. No. _____ Date Rec. _____
Amount \$ _____
Insurance Received: _____
Contract Signed: _____
Confirmed _____ Pkt. Mailed _____

Brought to you by Darke County Parks

2024 Gathering at Garst Food Vendor Application

Name _____

Business Name/Trade _____

Address _____

City, State, Zip _____

Telephone/Cell # _____ Email _____

Eligibility: Non-profit organizations and year-round and/or seasonal operations. Applicants must have all necessary licenses and insurance. The non-profit president or business owner takes full legal responsibility for participation and is the party with whom all transactions will be conducted.

Vendor Selection: All decisions of the committee will be final. Vendors are given preference based on the following criteria:

- Have unique items – not the usual fair/festival food.
- Have attractive serving areas; tents are preferable to trailers.
- Have reasonable pricing.

Insurance Requirements: All vendors must submit a Certificate of Insurance naming the Darke County Parks and Darke County Historical Society as an additional insured. (The Certificate of Insurance is a simple form that can be obtained from your insurance agent, usually at no additional cost.)

Food Vendor Requirements:

- Food vendors must be in compliance with regulations set forth by the Darke County Board of Health. Call 937-548-4196 or visit its website at: <http://www.darkecountyhealth.org> Click on

Environmental Services to find information about permits. Failure to comply could result in closure of the food area. A copy of your application will be sent to the Board of Health as per its request.

- **Food Vendors must post their menu and prices.**
- Cooking in or under a tent requires the tent to be fire retardant and have a special tag sewn into the tent identifying it as such.
- No gray water or grease is to be dumped over city property, on festival grounds, or into streams.
- All portable food concession trailers used for cooking operations that produce grease laden vapors must have at least (1) K Class fire extinguisher.
- Vendors are responsible for breaking down and stacking cardboard and bagging all trash. We will dump receptacles for you and haul trash to the dumpster.

Please provide a detailed description of the food/beverages you will have in your booth:

Booth Rental:

Vendor selling food and beverages (\$200)	\$_____
Vendor selling beverages only (\$150)	\$_____
Late fee (after July 1) if applicable (\$25)	\$_____

Tent Rental: If you need a tent, we can rent one to you. It will be ready when you arrive.

12' x 12' (\$145)	\$_____
12' x 24' (\$290)	\$_____

Note: Electricity and water are not available this year. **QUIET** generators are permitted.

Submit original application to:
Darke County Parks
Attn. Megan Hammaker
P.O. Box 801
Greenville, OH 45331

Make check payable to: Darke County Parks
Check memo: Food Vendor

Please read and sign the agreement below.

AGREEMENT

I agree that I will not hold Darke County Parks, The Gathering at Garst Committee, Garst Museum, and/or the Darke County Historical Society liable for damages to person, property, merchandise, or displays in the festival. I have attached a Certificate of Insurance naming the Darke County Parks as an additional insured. I understand that nothing may be brought into the festival that has not been approved and that all applications are subject to jury approval by the Gathering at Garst committee. I understand that no booth fee refunds will be made after July 1, 2024. I understand that this is a rain-or-shine event. I understand that vendor booths will be expected to remain open during all festival hours (specifically, Saturday, 10 a.m.–10 p.m. and Sunday 11 a.m.–5 p.m.)

Signature _____ *Date* _____

If you have any questions or would like to send photos to us via email, you can reach us at:

Special Event Coordinator: *Megan Hammaker*
Phone: 937-548-0165
Email: *mhammaker@darkecountyparks.org*

Please make a copy of this paperwork for your records.