



**32nd Annual Fried Onion
BURGER DAY FESTIVAL
Friday, May 1 & Saturday, May 2, 2020**

Vendor Food Court Information

We are excited for the **32nd Annual Burger Day Festival**. Last year we kicked off the two-day event for the first time. Burger Day will start off on Friday night with the Burger Day Festival Concert with 2 stages, Kid's World, Vendors, Food Court. Saturday will continue to include the cooking of the world's largest Fried Onion Hamburger (weighing over 850 pounds), Children's Stage, Kids World, Classic Car Show, Vendors, Food Court, Main Stage, and much more!

Friday, May 1, 2020 Arrival time is 12p-2p you will need to be completely setup by 5pm, open no later than 6:00pm and remain open until 11:00PM. Saturday, May 2, 2020, you must be opened by 10:00 a.m. and remain open until 5:00 p.m.

If you have any questions, please do not hesitate to call the Main Street office at 262-8888. To secure your "first" food choice, send the enclosed application and check as soon as possible. **DEADLINE FOR PARTICIPATION IS February 28, 2020!**

Thank you.

BOOTH DISPLAY & SET-UP

1. Booth space is 10'x10'
2. NON food items are prohibited in the food court area. NO EXCEPTIONS
3. Vendors must furnish their own signs, menu-pricing, display tables, skirting, chairs, extension cord, tents, etc. All display must be designed, constructed and operated in good taste. El Reno Main Street reserves the right to take down any display it deems to be inconsistent with the purposes of the Festival.
4. All displays, transactions, signage, and activities must be confined to exhibitor's assigned space. Signs, tents, canopies or any other part or display may not extend over or into walkways and must be properly secured. No spikes into the ground.
5. **Booths may not be sublet or shared.**
6. All booths must be set up and manned by 4:00p on Friday and 9:00am on Saturday of the Festival.
7. All vehicles must be removed from Festival area by 3:00p on Friday. NO vehicles are allowed on the Festival grounds during operating hours. All vehicles should be parked in designated vendor parking.
8. Only official Burger Day Festival motorized carts and emergency vehicles will be allowed within the Festival during Festival hours.
9. If you have to restock from your trailer or vehicle during Festival hours, please be prepared to do so yourself with a dolly.
10. No booths will be allowed to breakdown prior to the close of Festival, Saturday 5p.
11. Check-in begins 12p-2p. Security will be provided the evening of Friday 1st with the understanding that El Reno Main Street is not, will not be responsible in any way, for loss or damage to participant's property. Exhibitors are responsible for their personal and property liability.
12. No overnight camping will be allowed with the Burger Day Festival area.

ADDITIONAL FESTIVAL RULES

1. No Animals (including pets) are allowed inside the Festival food court area with the exception of identifiable service dogs.
2. Smoking is prohibited within the Festival area.
3. No outside alcoholic beverages may be sold. Beer and wine may be purchased by approved vendors and in the designated areas.
4. No controlled substances, firearms or weapons of any kind are not permitted within the Festival area.

FOOD VENDOR RULES AND REGULATIONS

1. Generators are allowed but may not exceed 75db.
2. All food items including mixes and pre-packaged food items will be required to provide certificate of insurance listing El Reno Main Street as an additional insured or purchase product liability insurance through our carrier. (Advantage Insurance 405-262-7844)
3. Oklahoma state/county/city tax MUST BE charged on all sales. Exhibitors are solely responsible for collecting, reporting and paying all taxes collected to the Oklahoma Tax Commission. Forms are sent out via email with your vendor approved confirmation packet.
4. One extension cord is available for \$100 deposit. By providing the appropriate type of extension cord, we can be certain we won't blow any fuses. Bring your own power strip

(multi-plug strip) if you will be plugging in more than one appliance. No 220 plugs are allowed. Max electricity is three 110 plugs.

5. NO BURGERS CAN BE SOLD.

APPLY

1. Applications should be **IN** our office on or before February 28th, 2020.
2. All Applications must be fully complete and accompanied by a complete menu of all items you would like to serve. Please include a photograph of your booth display and food. Any changes to the submitted menu or display must be submitted to and approved by El Reno Main Street no later than 15 days before the Festival.
3. Decisions are based on information provided on the 2020 application.
4. Payment in full must be submitted with an application. No partial payments or deposits will be accepted. No one will be allowed to pay upon arrival at the Festival.
5. Checks will be deposited upon acceptance into the Festival. Food Vendors not accepted will have checks returned to them or destroyed.

APPLICATION PROCESS:

If you are a returning vendor and received an official invitation to return to the 2020 Burger Day Festival, you have first priority, once we have received your application and payment, no later than December 31, 2019

February 28: Applications with full payment are due. (If you are not accepted into the Festival, your fee will be returned.)

Late March: Burger Day Festival Committee will meet to select Festival participants. Selection is based on creating a diverse Festival of unique food types and offerings, within the goals and purposes of the Festival.

First of April: Acceptance letters and information packet will be sent via email. **The decision of the Burger Day Festival committee is final.** Acceptance or non-acceptance will **not** be discussed over the phone by Festival staff. After acceptance, withdrawal from Festival will result in forfeiting your fee. Non-compliance with set-up and hours of operation requirements, may result in an additional fee of \$150.

A signed application constitutes a contract to follow all rules and regulations. It is a contract to participate, personally, if accepted. Any vendor not abiding by these rules set by the Burger Day Festival Committee will forfeit their privilege to participate in the current or future shows.

BURGER DAY FESTIVAL IS A RAIN OR SHINE EVENT!

El Reno Main Street reserves the right to change/edit Festival setup and operational times, as deemed appropriate.

NO REFUNDS FOR ANY REASON!

WE THANK YOU FOR YOUR INTEREST IN THE 32nd BURGER DAY FESTIVAL



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May 1 & 2, 2020
FOOD COURT APPLICATION**

For office use only:

Amount Paid: _____
Application Received: _____
Payment Received: _____
Check Number: _____
Database Update: YES/NO

Accepted: _____ Decline: _____ Booth # _____

Business/Organization Name: _____

Address: _____ City/State/Zip: _____

Contact Person: _____ Phone Number: _____

Email: _____ Website: _____

Sales Tax ID: _____ Size of Trailer: _____
(including the hitch)

Complete Menu (be specific): _____

Electrical/Water requirements -MUST BE FILLED OUT TO BE CONSIDERED,
no day of show changes!

- _____ None required
- _____ Food Trailer - Electric Requirement: _____
- _____ 110- Number of outlets (limited to 3) _____
- _____ Water (limited access)

List here EVERYTHING that will be plugged in: _____

****Please note insurance requirements in rules and regulations****

Application & Fees: 10’x10’ booth \$300(Food trucks/trailers maybe required to pay extra)

If I am selected to be a food vendor for the 2020 Burger Day Festival, I agree to release and hold harmless and indemnify the Burger Day Festival Committee, El Reno Main Street Board & Staff from any responsibility, personal liability, loss or damage in connection with the Festival. By signature below I confirm that I have read and understand all rules and regulations set forth by the Burger Days Festival and that I will comply with all rules and regulations. I have enclosed my \$300 check to El Reno Main Street. **I realize I must follow health code regulations. If you are unsure of what these regulations are, call Brian Spall at 405-262-0042.** I also realize that my booth will remain open Friday, May 1, 2020, 5pm-11p and Saturday, May 2, 2020, 9a to 5p.

Signature Date

Please return completed form and check to: El Reno Main Street, 119 South Rock Island, El Reno, OK 73136. **DEADLINE FOR PARTICIPATION IS February 28th, 2020!**