



# Sparks in the Park

E.E. Robinson Park  
Monday, July 3, 2017  
Event starts @ 6:30pm

## Food Vendor Application

Name of Business/Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

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

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

Phone #'s (Day): \_\_\_\_\_ (Evening): \_\_\_\_\_ (Cell): \_\_\_\_\_

Email Address: \_\_\_\_\_ Web Address: \_\_\_\_\_

Please list **all food and/or drink products** to be sold at your booth: \_\_\_\_\_

\_\_\_\_\_

I hereby apply for a booth space for sale purposes in the City of Sugar Hill event. Having done so, I hereby agree to abide by all rules and regulations previously set forth in this application. I further understand that failure to abide by said rules will result in my being removed from the event and I will not be invited nor included in future events sponsored by Sugar Hill.

The City of Sugar Hill, a Georgia Municipal Corporation, and its agents, employees, and representatives thereof, assume no liability or responsibility for injury or loss that may result to any exhibitor or his/her personal affects, including goods for sale occurring on the premises or arising under Sugar Hill event activities and said exhibitors agree, contest, and acknowledge to hold the City of Sugar Hill harmless for any injury or loss.

I have read and fully understand all the rules and guidelines of the City of Sugar Hill. I further understand that the approval of this application will be subject to the decision by a review board.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please check the appropriate space/services requested. If you need additional space or electricity, you are required to purchase it at the time of application:

Vendor Space: \$500.00/each\* \* \$ \_\_\_\_\_ X number of spaces \_\_\_\_\_ = \$ \_\_\_\_\_

Application Total = \$ \_\_\_\_\_

Please enclose your application and check (or credit card info) for full amount (payable to The City of Sugar Hill) to: City of Sugar Hill, 5039 West Broad Street, Sugar Hill, GA 30518-7915.

Questions? Contact Mrs. Darcee Bloom at 770-831-7413, email: [dbloom@cityofsugarhill.com](mailto:dbloom@cityofsugarhill.com) or fax 770-831-7546 or [www.cityofsugarhill.com](http://www.cityofsugarhill.com)

### For Staff Use Only Please

MasterCard: \_\_\_\_\_ Visa: \_\_\_\_\_ DSC: \_\_\_\_\_ Credit Card No: \_\_\_\_\_ Exp.Date: \_\_\_\_\_

Cardholder Name (Printed): \_\_\_\_\_ Signature: \_\_\_\_\_

Money Order/Check No: \_\_\_\_\_ Cash: \_\_\_\_\_ Date Received: \_\_\_\_\_ Amount: \$ \_\_\_\_\_ **PAID DATE:** \_\_\_\_\_

All Food Vendors must abide by Gwinnett County Health Department Regulations. Any items not listed will not be allowed to be sold at the event.



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## **Food Vendor's Rules and Guidelines**

1. A submitted application does not imply acceptance. All applicants will be notified as to the status of their application upon arrival.
2. Should an applicant not be accepted, application fees will be promptly returned.
3. Only one vendor or business allowed per booth.
4. Any vendor who misrepresents the content or intent of their booth will be asked to leave the event area, with NO Refund.
5. Only food products and prizes approved by the City of Sugar Hill will be allowed to be sold at the event. You will be notified as to what will be approved for sale from your list of items on the application.
6. Vendors must provide all their own props and equipment; to include weights and tie-downs for securing tents. Trash containers, rest room facilities, and eating areas will be provided. Power will be provided ONLY as requested and outlined on the application form.
7. All booth spaces will be outdoors.
8. Booth set-up must be completed and ready to sell by 4:30pm. Estimated event end time is 10:00pm.
9. Vendors are responsible for clean-up of their areas at the conclusion of the event. A \$200.00 refundable deposit is required. Booths must remain open and shall not be dismantled prior to event ending. After the event, all merchandise must be packed and booth completely disassembled before vehicles will be allowed into event area for loading and departure.
10. In case of inclement weather the City of Sugar Hill will inform vendors if the event will be rescheduled, unless otherwise stated.
11. Knives, firearms, fireworks, weapons, or other dangerous items MAY NOT be displayed or offered for sale.

**\* \* \* Fees are non-refundable for any reason; including weather \* \***