



FESTIVAL FOOD VENDOR GUIDELINES

Location

Nancy Morrisette Festival Field
3641 Black Ridge Road (off Blue Ridge Parkway MP 171.5)
Floyd, Virginia 24091

Vendor Eligibility

All food vendors are welcome to apply. Space availability will be limited to create diversity for the customer and provide vendors with a successful market.

Booth Space Information

All booth spaces are 20' X 20'. Canopies/trucks/grills must fit in 20' X 20' space. We provide only land. Non-plumbed access to a water spigot available. NO electricity or data/wifi available. Vendors must bring their own tent and display needs. Each booth must be attended at all times. Booths must be set up by 10:30a and open to the public during the festival day (11a - 5p). Festival site will be available for pre-fest set-up no earlier than 8a on festival dates. Please note this festival field is VERY hilly so please prepare for the natural terrain of the venue. The Blue Ridge Mountain site can be very windy, so tents must be weighted and/or secured with the use of stakes. No generators may be visible or bothersome to guests.

Vendors should plan to arrive early to unload vehicles, as those vehicles will have to be moved to the designated area by 10:30AM. Vendors may not leave the field until after 5:20PM when most festival guests have gone.

Fees

Application processing Fee: \$5.00 (non-refundable)
Food/Concessions Booth Fee: \$100

Health Permits for Food Vendors

<http://www.vdh.virginia.gov/content/uploads/sites/123/2016/12/Temp-Food-Event-Packet.pdf>

Each food vendor is responsible for payment of Temporary Food Permit Fee to the Floyd County Health Department if they have not purchased an annual permit from their home county. The food vendor application linked above must be completed and accompany payment to Chateau Morrisette Winery. Chateau will hand deliver the checks with all the paperwork to the Floyd County Health Department. If a food vendor has bought an annual permit, proof must accompany the necessary Floyd County Health Department application and be received in Chateau Morrisette's event department **THREE weeks PRIOR** to the festival date.

The Booth Fee includes a 20x20 space and designated driver admission to the festival for four people. To purchase wine or beer or a tasting wristband, vendors must provide at the gate a driver's license showing age. Fees are due with application. Those not accepted will have their booth check returned.

- Vendors are responsible for collecting and reporting 5.3% Virginia Sales Tax and 4% Floyd County Meals Tax.
- No pets please.
- The festival will not be postponed or cancelled due to bad weather.
- Chateau Morrisette reserves the right to deny any application without explanation.
- Vendor and staff must follow concession guidelines.
- Chateau Morrisette and contracted workers are not responsible for or liable for accidents, loss, theft, or claims resulting from the Vendor's participation. Vendors are fully responsible for protection of their property and for securing of their tent and displays.
- Vendor agrees to provide a certificate of liability insurance naming Chateau Morrisette as additional insured with application.
- Vendor agrees to leave booth area clean and free of trash or debris. **All trash must be taken away from festival field by the vendor.**
- Vendor fees will not be refunded once Vendor has been accepted to Festival event.

CONCESSIONS APPLICATION

Vendor Name: _____
Business Name: _____
Address: _____ City: _____ ST _____ Zip _____
Phone:(day) _____ (night) _____
Contact day of event: Name: _____ Cell: _____
Email: _____ (Website:) _____

APPLICATION CHECKLIST (Checks payable to Chateau Morrisette):

- ___ Completed & Signed Application
- ___ \$5 Application fee (non-refundable)
- ___ \$100 Vendor Fee (20'x20' space, maximum 2 spaces per Vendor)
- ___ Certificate of Insurance

I have read, understand, and agree to abide by the guidelines (pages 1- 2) and fees of this application.

Signature _____ Date: _____

An approved application is considered a commitment to the festival event.

APPLICATION TIMELINE: Application must be received 12 weeks prior to event. Approval notification sent 9 weeks prior to event. Approved Health permit must be received at least 3 weeks prior to event.

QUESTIONS:

Lindsey Importico
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540-593-9235

MAIL TO:

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