



INFORMATION, RULES, REGULATIONS & APPLICATION FORMS: **FOOD VENDORS**

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VENDOR CHECKLIST

Please use this checklist to ensure that you submit a complete application. **ANY INFORMATION MISSING FROM YOUR APPLICATION MAY DELAY YOUR APPLICATION FROM BEING PROPERLY PROCESSED AND RESULT IN MISSING THE OPPORTUNITY TO PARTICIPATE IN 2020 BIKES, BLUES, AND BBQ®.**

FORMS:

Acknowledgment of Receipt of Vendor Rules and Regulations – Page 9

Cleanup Deposit Payable To – Page 10

Food Vendor Application – Pages 15

Vendor Fee Calculation – Page 18-20 (please return appropriate venue form)

Electricity Needs – Page 21

Liability Release Form – Page 22

Addendum - Page 23

PAYMENT:

Cleanup Deposit

Vendor Fee

Electrical Fee (if applicable)

Water Fee (if applicable)

OTHER:

Self-Addressed Stamped Envelope for Cleanup Deposit Refund

Certificate of Insurance

Food Menu with Prices (Food Vendors Only)

Pictures of Merchandise (Non-Food Vendors Only)



INFORMATION, RULES AND REGULATIONS FOR ALL VENDORS

WHAT: The 21st Annual Bikes, Blues, and BBQ® is a motorcycle rally held in Fayetteville, Arkansas. Admission to the event is **FREE** to the public. Bikes, Blues and BBQ® is a non-profit organization dedicated to supporting local charities with funding raised during the event.

WHEN: This **FREE** event will be open to the public on Wednesday, September 23 through Saturday, September 26. The rally officially ends at midnight on Saturday, September 26.

Venue Operating Hours:

SEPTEMBER 23, 2020

Baum Stadium – 10:00 a.m. -8:00 p.m.
Dickson Street/Fairgrounds – 3:00 p.m. -Midnight
Arvest Ballpark – Noon -7:00 p.m.

SEPTEMBER 24/25/26, 2020

Baum Stadium – 9:00 a.m. – 8:00 p.m.
Dickson Street/Fairgrounds – 9:00 a.m.-Midnight
Arvest Ballpark – 8:00 a.m.– 5:00p.m. (9/26 ONLY)

WHERE: The 2020 Bikes, Blues, and BBQ® rally will be held on Dickson Street, at Baum Stadium on Razorback Road, and at the Arvest Ballpark in Springdale. **NOTE:** Further instructions for set-up, staging, etc. will be provided before the event by mail and/or email.

SPACE ALLOCATION: Due to space constraints, vendors must fit within the booth area requested. Trailer tongues, trailer doors, awnings, signage, merchandise tables, cooking equipment, etc. must be within the footprint of the total booth area. If you do not fit within the requested area, you will be asked to modify your layout to fit within the space constraints, or forfeit your vendor space. If you request a specific lot and/or space, the BBB Staff will make every effort to place you in the requested location. However, Bikes, Blues, & BBQ® does not guarantee that you will be placed in the exact space, and all space assignments are the sole authority of the Board of Bikes, Blues, & BBQ® and/or its designee(s).

SUBLETTING: Vendors are NOT allowed to sublet an official Bikes, Blues & BBQ® space. If any vendor is caught subletting, the vendor will be immediately removed from the event and refused admittance to the event in future years.

INSURANCE: Vendors will be required to provide Bikes, Blues and BBQ® with a **current** certificate of insurance, showing liability limits of no less than \$1,000,000 per occurrence for premise and operations liability, and naming Bikes, Blues, and BBQ® as an additional insured. Certificate of insurance (COI) must be received by the BBB office before vendor will be permitted to set up at event.

DEADLINES: All applications received after June 1, 2020 will have no guarantee on location.

Vendors with incomplete applications as of June 1, 2020 may forfeit their previously reserved space, and spaces are subject to resale after this date. The deadline for us to receive your final payment is August 15, 2020. **Note:** If we have not received your total payment by August 15, we will resell your vendor space and you will lose your deposit. Your down payment must be paid in full when you send in your application. Remember to make a copy for yourself and mail the original back to Bikes, Blues, and BBQ, P.O. BOX 712, FAYETTEVILLE, AR 72702.



REFUNDS: If you pay for a vendor space and find you are unable to attend the rally, and if you notify us prior to June 1 in writing, we will refund your full vendor fee within 30 days after the end of the event. If you notify us August 1 or later you will not be entitled to a refund of any of your paid vendor fees.

PAYMENT METHODS: Bikes, Blues & BBQ® will accept the following forms of payment: Personal/Company Check, Cashier's Check, Money Order, and Credit Card (Visa or Mastercard – Ask BBB Staff about credit card pricing). No personal/company checks will be accepted after September 1st.

NOTE: Bikes, Blues, and BBQ® does not guarantee sales during the event. Refunds will not be issued due to poor sales performance of your products/services. No refunds will be given due to inclement weather.

WEATHER: Bikes, Blues, and BBQ® is an outdoor event and will be held rain or shine.

PROHIBITED ITEMS: Bikes, Blues and BBQ® is a family friendly event and as such, the following items are prohibited for sale or display on properties controlled by Bikes, Blues and BBQ® during the course of the rally.

1. Firearms (knives are acceptable, but must be given approval by the Bikes, Blues and BBQ® vendor coordinator);
2. Sexually explicit/ lewd material;
3. Controlled Substances or drug related paraphernalia of any kind;
4. Merchandise containing racial slurs/ racially insensitive;
5. Items with obscenities, profanity, offensive or detrimental material.

Bikes, Blues and BBQ® reserves the right to refuse (prior to the event) or remove from the rally any vendors whose products, intentions or attitude are not compatible with the family-oriented nature of the Bikes, Blues and BBQ® Motorcycle rally. In the event that a vendor has materials for sale or a display that may not meet Bikes, Blues and BBQ® standards, the vendor should consult with Bikes, Blues and BBQ® concerning that material or display prior to set up. Either products or pictures of products may be sent to vendor@bikesbluesandbbq.org for approval.

Bikes, Blues and BBQ® has the sole authority to determine if a vendor has violated this policy. If it is determined that policy has been violated, the vendor permit for that vendor shall be revoked and the vendor removed from the rally for the duration of the event. And tendered vendor deposit shall be forfeited.

NOTE: No stakes may be driven into any lot surface without permission from Bikes, Blue sand BBQ®



ELECTRICITY: Electricity will be available for our official lots only. You will need to provide your own extension cords. If you can't use a GFI and you need to be hard wired, you need to include this information on your vendor application. We will need to know this information before the rally. Please contact Special Event Service & Rental (Tim Caldwell) as soon as possible at 901-461-1197. Additionally, a charge will be applied to all electrical needs. Please refer to page 21.

WATER: Is provided for a fee of \$25 to food vendors **ONLY**. You will need to bring your own hoses. A gray water holding tank will be available in the food area. You are responsible for transporting gray water from your booth to the holding tank. Water is not available at the Arvest Ballpark venue.

CITY OF FAYETTEVILLE VENDOR PERMIT FEES: The City of Fayetteville at this time does not have a vendor permit fee, however, they are considering enacting one. If the City of Fayetteville enacts a vendor permit fee, then that fee will be charged to the vendor in addition to the fees owed to Bikes, Blues, and BBQ®.

STATE SALES TAX: All vendors are required to pay Arkansas State Sales Tax at the end of the Bikes, Blues and BBQ® event. Please report to the designated area (instructions/maps will be included in your vendor packet) on Saturday, September 26. The Arkansas Department of Finance and Administration employees will be located in this area to collect your sales tax payments and completed tax forms. You will be provided a sales tax reporting form in your vendor packet that you receive upon arrival. **Failure to pay your taxes will result in the forfeiture of the vendor's cleanup deposit.** The collection times for your venue will be provided in your vendor packet.

NOTE: The Arkansas Department of Finance and Administration representatives will accept the following forms of payment ONLY: Cash, Money Order or Cashier's Check

HOTEL, MOTEL & RESTAURANT TAX (HMR) In addition to the state sales tax, all food vendors must also pay a 2% Hotel, Motel and Restaurant Tax. This tax is paid to the City of Fayetteville. Please refer to your vendor packet regarding HMR tax collection information. For more information, please contact Lyssie Koscheski at the City of Fayetteville – Accounting Division – 479.575.8284

SECURITY: Official event security will be provided 8:00 p.m. to 7:00 a.m., Monday, September 21 – Tuesday, September 22 and from 12 midnight to 7:00 a.m., Wednesday, September 23 - Saturday, September 26. Bikes, Blues, and BBQ® is not responsible for lost or stolen property.

FIRE SAFETY: PLEASE REFER TO THE "SAFETY REQUIREMENTS FOR ALL TENT VENDORS" DOCUMENT ON OUR WEBSITE.



VENDOR AREA: The vendor area is the Fayetteville Depot parking lots on Dickson St., the Baum Stadium parking lot on Razorback Road, the Parsons Rodeo Arena, and the Arvest Ballpark in Springdale. After these lots are full, there may be private parking lots available through Bikes, Blues, and BBQ®. The rates will vary and there may be water or electricity provided. If you do not go through Bikes, Blues, and BBQ® to rent these spaces you will not be considered an official Bikes, Blues, and BBQ® vendor.

VENDOR CAMPING: On the website www.bikesbluesandbbq.org you will find listings of hotels, motels and campsites. You can also call the Bikes, Blues and BBQ Office for camping at the Official Campgrounds – 479-527-9993. Per City of Fayetteville Ordinance, you may not stay in your tent or trailer at night, and **NO** RV's or campers can be parked behind your vendor space as there is **NO** room.

VENDOR PARKING: Limited vendor parking will be provided for Dickson Street Vendors Only. If you would like to secure a parking space, you may purchase a space for **\$50.00**. That will reserve one (1) space for you throughout the entire rally. These spaces will be reserved on a first come, first served basis at the rally. If you do not wish to secure a parking space, then you may find parking in other municipal lots, or side streets near the venue.

VENDOR FEES: Please reference the pages titled Fee Calculation (pages 18-20) to view fee structure for each venue.

READ
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A refundable cleanup deposit of \$200 for non-food vendors and \$500 for food vendors must be paid as well. Please note: your cleanup deposit must be sent in with your vendor application in order to reserve your spot. Vendors who have sent in deposits to hold spaces but have not paid their account balance by the dates listed above will be subject to price increases.

CLEAN UP AND MOVE OUT DEPOSIT: Each vendor will be required to pay a clean up fee of either \$200 or \$500 depending on their trade which will be refunded to you by mail within 15 business days at the end of rally. If the vendor space is not clean at move out, your deposit will be forfeited.

TEAR DOWN: You must be out of the lot by 9:00 a.m. Sunday, September 27 and checked out with a member of the Bikes, Blues, and BBQ® staff in order to receive your clean-up deposit back. **NOTE:** If you do not checkout with the staff you will forfeit your deposit. If the vendor does not move out by the required time then the vendor will forfeit its deposit unless, in the sole opinion of the board or its designee, the vendor could not move out as a direct result of another vendor being in their way preventing them from moving until the other vendor moved. The board or its designee's decision will be final. Each vendor shall not dump anything on the location, including, but not limited to, waste, waste water, grease, trash, etc. If the vendor does, then they will be charged an additional lot clean up fee which will be determined by the board or its designee. If the vendor does not pay the additional lot clean up fee the vendor will be refused admittance to the event in future years.



HEALTH DEPARTMENT: Food vendors will have additional qualifications to meet according to the laws of the Arkansas State Health Department. Your compliance with their regulations is mandatory to be a food vendor. **THEY WILL INSPECT YOU.** For info, contact Melissa Wonnacott at 479-521-8181.

FOOD VENDORS: All food vendors are required to post their prices during the event. **Additionally, food vendors must include a full menu with prices of items to be sold during the rally with their application. No vendor may sell bottled water, Gatorade or soda products (coffee, teas and/or juices are ok to sell).**

APPAREL VENDORS: Pictures of all merchandise to be sold must be sent to Bikes, Blues, and BBQ® staff prior to September 1, 2020.

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VENDOR SUPPLY PURCHASES: ALL vendors are required to purchase additional/replenishment rally supplies (for example, ice, soft drinks, buns/bread products, utensils, etc.) from the official rally supplier. If available, a list of available supplies will be provided to vendors prior to the rally along with purchase information.

MOVE IN: There will be a pre-staging location and all vendors are to go to the pre-staging area to check-in and receive the official vendor packet. All move in will be initially coordinated from the pre-staging area.

SET-UP FOR TENT VENDORS: All vendors will be responsible for set up and tear down of their own displays. There will be rally staff available to answer questions and/or help with problems that may arise. Arrival for vendors with only a tent **may** begin at 12:00 Noon on Tuesday, September 22, however the Bikes, Blues, and BBQ® staff will create a definite schedule and **you are to arrive at the date and time you are assigned, not any earlier.** Please notify the staff no later than July 30 if you are a tent vendor, but will be arriving in a truck with a large trailer that you need to park in front of your space to unload your tent and goods, as we will make special accommodations for you.

SET-UP FOR TRUCK and/or TRAILER VENDORS: If you are a truck or trailer vendor you may need to make plans to arrive in the morning on **Monday, September 21 at the staging area,** however the Bikes, Blues, and BBQ® staff will create a definite schedule and you are to arrive at the date and time you are assigned, not any earlier. At the staging area your truck and/or trailer will be measured including the hitch and tongue (the measurement will be from the farthest point that anything sticks out at both the front and end). If the measurement is more than the measurement you have listed on your application and for which you paid for, then you will have a choice of either shorting the truck and/or trailer to the measurement you listed in your application or you will not be allowed to be a vendor and **THERE WILL BE NO REFUND OF YOUR PAID VENDOR FEE.**



TRASH: Trash cans will be provided throughout the lot. **EACH VENDOR IS RESPONSIBLE FOR THEIR OWN TRASH.** At rally closing, which is officially midnight on Saturday, September 26, vendors must collapse all boxes and dispose of their trash bags in dumpsters located in each lot. Leave collapsed boxes in a pile beside the dumpsters. Food vendors will be provided with trashcans and extra bags near their spaces. **FOOD VENDORS WILL BE RESPONSIBLE FOR PULLING FULL BAGS, REPLACE WITH CLEAN BAG, AND PLACING BAGS IN DUMPSTERS PROVIDED.** Bikes, Blues, and BBQ® prides itself on being a non-profit, family friendly, and CLEAN rally. Please help in our efforts to keep it clean. If these rules are not followed, you will not be asked back the following year. **PLEASE REMEMBER:** Trash pick up is everyone's responsibility.

RALLY NAME, LOGO AND ARTWORK: If you would like to use the rally name, Bikes, Blues, and BBQ®, or the logo, please contact the Bikes, Blues and BBQ® office for more details – 479.527.9993. Bikes, Blues, and BBQ® reserves the right to deny anyone's request. **NOTE:** Any unauthorized use of the rally name and logo, which includes altering the official logo or using the name Bikes, Blues, and BBQ® in any form, will result in immediate confiscation of items, and merchandise will **NOT** be returned.

PROBLEMS: If you have any problems or questions during the rally, there will be several staff members available to assist you. If you are unable to find a staff member, you can call the office between 8:00 am and 5:00 pm at (479) 527-9993.

SPONSORSHIP: Our sponsorship program is an advertising promotional program. It allows you as a vendor great exposure opportunity for months leading up to Bikes, Blues, and BBQ®. Sponsorship is what makes Bikes, Blues, and BBQ® happen, and if you'd like more information on how to become a sponsor for 2020 Bikes, Blues, and BBQ®, contact Leonard D Graves and staff at 479-527-9993 or via e-mail at sponsor@bikesbluesandbbq.org.



ACKNOWLEDGMENT OF RECEIPT OF ALL VENDOR RULES AND REGULATIONS

A signed copy of this Information, Rules and Regulations for Vendors must be returned to Bikes, Blues, and BBQ® along with your application, acknowledging you have read said form, and agree to abide by all items therein. Failure to return a signed copy of this Information, Rules and Regulations for Vendors will result in your application being denied.

SUBLETTING: No vendor may sublet their space or any part of it without prior approval of Bikes, Blues, and BBQ®.

CONTACT INFORMATION: The Bikes, Blues, and BBQ® official mailing address is:

Bikes, Blues, and BBQ®

PO Box 712

Fayetteville, AR 72702

PHONE: Leonard D. Graves, Director of Venue Operations: 479-527-9993

E-MAIL: vendor@bikesbluesandbbq.org

WEBSITE: www.bikesbluesandbbq.org

FINE PRINT: Bikes, Blues, and BBQ® officials maintain the right to remove any vendor that is in violation of the policies and rules of Bikes, Blues, and BBQ®. This includes, but is not limited to, laws of Fayetteville, Arkansas, and the ethical conduct of vendor's representatives prior to and during the event.

PRINT NAME: _____ **DATE:** _____

SIGNATURE: _____



CLEANUP DEPOSIT REFUND PROCEDURE: In order to increase the efficiency and speed of the refund of your cleanup deposit, please include a self-addressed stamped envelope with the name and address of the person who should receive the refund check. The return address on the envelope should be: Bikes, Blues, and BBQ®, PO Box 712, Fayetteville, AR, 72702. Vendor refund checks will be mailed within 15 business days of the end of the rally.

Deposit Amount: \$500 (Food Vendor)

Also, please indicate below whom the refund check should be issued to, either you personally or your business name. If no indication is made, the default payee will be the business name.

PERSONAL or BUSINESS (circle one): _____



BIKES, BLUES, AND BBQ® 2020 FOOD VENDOR REQUIREMENTS

These requirements are to insure the safety of all those at the 2020 rally

BOOTH APPEARANCE

- A. **ALL FOOD MENUS MUST BE POSTED IN A CONSPICUOUS PLACE WITH CLEAR VIEW OF PRICES**
- B. All booth construction must be submitted with application and approved by BBB Staff.
- C. Display and cooking areas such as grill, deep fryers, corn-on-the-cob cookers, or any other cooking and serving equipment shall be protected from the public by a sneeze guard
- D. Off-site commissaries will need to be verified and must have been inspected by the local regulatory authority.
- E. Counters shall be constructed so that they are covered with an approved non-absorbent material.
- F. Food operations with adjoining BBQ facilities must have a pass-through window or door at the rear/side of the booth. This must include sides required to prevent contamination from weather. Screening is required on all temporary food vendors.
- G. Cooking appliances must be located away from the public and adequately barricaded to prevent accidental contact or food contamination.

FOOD HANDLING

Food Preparation

- A. All food handling and preparation shall take place within a food booth, except BBQ Grill tents. This must be in a screened-in approved facility to assure food protection practices are in place.
- B. All food must be stored and prepared in unit or in offsite secured storage trucks.
- C. Food contact surfaces must be smooth, easily cleanable and nonabsorbent (commercial cutting boards required). Proper Sanitizers are required.
- D. All food must be prepared inside the mobile or temporary structure.
- E. All fryers must have the ability to be thermostatically controlled. Those fryers without this ability will not be allowed.

Food Protection

- A. Condiments shall be in pumps or squeeze containers, or have self-closing covers or lids. Single-service packs are best.
- B. Ice used for refrigeration cannot be used in the preparation of beverages or other food.
- C. All food, beverage, and equipment shall be stored, displayed and served to assure protection from contamination. Weather conditions should be considered when storing products outside, including paper products.
- D. Live animals, birds or fowl are not permitted in food facilities.



Temperature Control

- A. Cold food must be maintained at 41°F or below (potentially hazardous food).
- B. Hot food must be maintained at 140°F or above (potentially hazardous food).
- C. A probe or chef's thermometer must be available to monitor food temperatures.

Utensil and Hand Washing Facilities

- A. Wash utensils in clean water with detergent.
- B. Three compartment sink or three-bus tub type sink must be utilized. HOT WATER MUST BE AVAILABLE during operation. This may be from a spout style tea or coffee urn.
- C. Sanitize with a bleach/water solution (1 tablespoon bleach per gallon of water). Adequate testing of sanitizer solutions must be done. Test strips required.
- D. Provide a 2-gallon water container with a dispensing valve to leave hands free for washing, minimum 2-gallon wastewater container. This may be from a spout style tea or coffee urn.
- E. Provide a soap dispenser and paper towels for hand washing in the same area as the hand washing water.

WATER

- A. Water must come from an approved public water supply. Water will be made available to all food vendors, however, approved food grade hoses must be utilized.
- B. You must bring adequate length of hoses. A 50' minimum length is suggested.

WASTE GREASE

- A. All food vendors that have waste grease must dispose of the grease in accordance to State law.
- B. Adequate storage containers able to transport without spillage is required.
- C. A waste grease dump station will be available within a responsible walking distance.
- D. All vendors will be responsible for transport to storage disposal area.

WASTEWATER

- A. Water and other liquid wastes, including beverage ice, must be contained in or drained into a leak-proof container.
- B. Dispose of liquid wastes into an approved sewage system or holding tank. Do not discharge onto the ground or into storm drains. Vendors that are found discharging into Fayetteville Storm Drains may be subject to removal and/or loss of deposits.
- C. Holding tanks will not be allowed to leak or surface on the ground at any time. Please be sure holding tanks have adequate capacity.
- D. A wastewater dump station will be available within a reasonable walking distance.
- E. All vendors will be responsible for transport to the gray water storage disposal area.



GARBAGE

- A. ALL FOOD VENDORS MUST BRING THEIR OWN TRASH CONTAINERS FOR USE IN BOOTHS. Vendors are required to carry their own trash to the provided dumpsters.
- B. DISPOSAL TO DUMPSTER ARE THE RESPONSIBILITY OF THE FOOD VENDOR.
- C. ASSISTING IN TRASH PICKUP IS MANDATORY – CARRY OUT YOUR OWN TRASH AND HELP OTHERS!
- D. Trash pick-up is everyone's responsibility. Trash receptacles will be located throughout the venues. We ask that, if you can, help out by pulling full bags, replace with clean bag and place full bags in the dumpsters provided.

CLEAN-UP

- A. All food vendors will be required to check out with a designated member of staff before they leave the rally.
- B. Food Vendors' sites will be checked out again in the light of day to verify the adequate clean up procedures have been followed.



BIKES, BLUES, AND BBQ® 2020 FOOD VENDOR APPLICATION
(REMEMBER TO READ THE INFO FOOD VENDORS REQUIREMENTS)

Bikes, Blues, and BBQ® works to ensure that everyone has the safest time at the 2020 rally and that food provided during the event meets state regulations. All food service vendors must comply with State Food Code. The regulatory authority may impose additional requirements to protect against health hazards related to the conduct of both licensed and temporary food service establishments. The Bikes, Blues, and BBQ® Food Vendor Program works closely with the Arkansas Department of Health to insure that our vendors follow all state laws. Health inspectors will be on location. All State licensed facilities are required to submit a copy of a current Food Service License and a copy of the last inspection. Unlicensed vendors and Temporary Transitory Food Service Vendors will be required to obtain an opening inspection and a temporary food service permit from ADH prior to any food product being prepared or served. The permit will be required to be a vendor at the rally and for you to receive your Fayetteville Transit permit.

Food Vendor Types allowed to operate during the 2020 Bikes, Blues, and BBQ® Rally.

1. **State of Arkansas Mobile Food Service** a mobile food service establishment holding a current State of Arkansas Food Service Permit
2. **Unlicensed Mobile Food Service** a mobile food service establishment that does not hold a current State of Arkansas Food Service Permit
3. **Temporary Transitory Food Service** a temporary structured Food Service Operation

TYPE OF FOOD SERVICE VENDOR:

- ☐ STATE OF ARKANSAS LICENSED MOBILE FOOD SERVICE
- ☐ UNLICENSED MOBILE FOOD SERVICE
- ☐ TEMPORARY TRANSITORY FOOD SERVICE

LAST INSPECTION DATE (ADDHS LICENSED): _____

PHOTO SUBMITTED: ____ YES ____ NO

WASTEWATER STORAGE TANK CAPACITY: _____

TEMPORARY TRANSITORY FOOD DIAGRAM (FILL IN DIAGRAM BELOW)

ADDITIONAL TYPE SPECIFIC INFORMATION MUST BE INCLUDED (WHERE APPLICABLE)

SUBMIT FULL MENU WITH 2020 PRICING _____

(Menu items may be limited or rejected per our request)



STATE OF ARKANSAS LICENSED MOBILE FOOD SERVICE

- Submit copy of current valid food service license.
- Copy of most current inspection conducted prior to application.
- Storage capabilities of wastewater holding tanks.
- Include in application the required electrical connections

UNLICENSED MOBILE FOOD SERVICE

- Submit photograph of unit and any structure necessary to be operational (i.e. Smokers, refrigeration etc.)
- Storage capabilities of wastewater holding tanks.
- Include in application the required electrical connections

TEMPORARY TRANSIT FOOD SERVICE

- Submit photograph of booth completely set up
- Include booth details in full diagram form below.
- Include in application the required electrical connections



Booth Sketch: ON THE NEXT PAGE

A. Draw in the location and identify all equipment including hand wash facilities, dish washing facilities, ranges, refrigerators, and worktables, food/single service storage, etc.

B. Describe floor, walls, and ceiling surface: _____



BIKES, BLUES AND BBQ® 2020 FOOD
VENDOR SPACE APPLICATION

(REMEMBER TO READ THE INFO, RULES AND REGULATIONS FOR ALL VENDORS)

NAME OF BUSINESS: _____

NAME(s) OF OWNER/CONTACT PERSON(s): _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ FAX: _____

E-MAIL: _____ WEBSITE: _____

TAX ID NUMBER: _____

TIME REQUIRED FOR BOOTH SET-UP/TEAR DOWN? _____

TYPE OF GOODS/SERVICES TO BE SOLD/EXHIBITED*: _____

REQUESTS/SPECIAL NEEDS: _____

If you desire a certain location, we will do our best to accommodate your request; however, we make no promises and Bikes, Blues, and BBQ® reserves the right to change a vendor's location for unavoidable reasons. We absolutely will not reserve or hold any location without first receiving your completed application and full payment of your vendor fees, electrical and/or water, and cleanup deposit.

Bikes, Blues, and BBQ® reserves the right to refuse (prior to) OR remove during the event any vendor whose products, intentions, or attitudes are not compatible with the family-oriented nature of the Bikes, Blues, and BBQ® Motorcycle Rally. Please discuss any questionable items in advance.



BIKES, BLUES, AND BBQ® 2020 FEE CALCULATION **FOR BAUM STADIUM - EAST VENDING VENUES**

PLEASE CALCULATE YOUR VENDOR FEE HERE:

COST - Per 10'x20' space (see page 5):

- \$1800.00 per 10'x20' space (10' frontage) (October 1, 2019 – May 31, 2020)..... \$ _____
- \$2300.00 per 10'x20' space (10' frontage) (June 1, 2020 – August 31, 2020). \$ _____
- \$3000.00 per 10'x20' space (10' frontage) (September 1, 2020–September 15, 2020)..... \$ _____

Exact size of space you need _____ TOTAL: \$ _____

(Must be filled out: tongue to bumper, bumper-to-bumper. No stakes for tents or awnings may be used without approval from Bike, Blues, and BBQ® staff.)

CLEAN UP AND MOVE OUT DEPOSIT – Food vendor \$500 (**Required**) \$ _____

Electrical Fee – Electrical Requirements: _____ \$ _____

(See next page 21 for fees and requirements)

Water Fee (\$25) - Water: Y___ N___ \$ _____

Vendor Parking Pass - \$50 \$ _____

Concrete Tent Anchors: Quantity _____ @ \$10 each \$ _____

Clean up deposit must be received before space is reserved

See Bikes, Blues, and BBQ® **Vendor Info** for details

Deposit will be returned if space is cleaned properly, space is vacated on time,

and you check out with a member of the staff. AMOUNT ENCLOSED: \$ _____

Make check or money order payable to: Bikes, Blues, and BBQ®

(REMEMBER: Entire payment of space fee, clean up deposit, electrical and water charges are needed with the completed application)

Keep a copy of your application, and MAIL the original with payment to:

Bikes, Blues, and BBQ® * P.O. Box 712 * Fayetteville, AR 72702

If you have any questions you can contact the staff at 479-527-9993 or vendor@bikesbluesandbbq.org.



**BIKES, BLUES, AND BBQ® 2020 FEE CALCULATION FOR ARVEST
BALLPARK, HOUSE LOT and PARSONS ARENA VENUE**

PLEASE CALCULATE YOUR VENDOR FEE HERE:

Cost: Per 10' x 10' space (see page 5) =

\$300.00 per 10'x10' space **(FOR ARVEST LOCATION – 9/26 ONLY)**..... \$ _____
 \$400.00 per 10'x10' space **(PARSONS AREANA ONLY)** \$ _____ +
 \$900.00 per 10'x10' space **(FOR HOUSE LOT ONLY)** \$ _____

Exact size of space you need _____ TOTAL: \$ _____

(Must be filled out: tongue to bumper, bumper-to-bumper. No stakes for tents or awnings may be used without approval from Bike, Blues, and BBQ® staff)

CLEAN UP AND MOVE OUT DEPOSIT – Non-Food vendor \$200 **(Required)** \$ _____

Electrical Fee – Electrical Requirements: _____ \$ _____

(See next page for fees and requirements)

_____ \$ _____

Concrete Tent Anchors: Quantity _____ @ \$10 each \$ _____

Clean up deposit must be received before space is reserved

See Bikes, Blues, and BBQ® **Vendor Info** for details

Deposit will be returned if space is cleaned properly, space is vacated on time,

and you check out with a member of the staff. AMOUNT ENCLOSED: \$ _____

Make check or money order payable to: Bikes, Blues, and BBQ®

(REMEMBER: Entire payment of space fee, clean up deposit, electrical and water charges are needed with the completed application)

Keep a copy of your application, and MAIL the original with payment to:

Bikes, Blues, and BBQ®

P.O. Box 712

Fayetteville, AR 72702

If you have any questions you can contact the staff at 479-527-9993 or vendor@bikesbluesandbbq.org.



ELECTRICITY NEEDS *: Please be specific or our electrician will blow his fuse!

Pricing:

Amperage	Volt	Price
20 amp	110vt	\$75.00
30 amp	110vt	\$125.00
50 amp	220vt	\$225.00
60 amp	220vt	\$350.00
100 amp	220vt	\$600.00
200 amp	220vt	\$900.00

1. If you are running 110 but use a certain splitter which really makes it 220, or if you can't use a GFI and you need to be hard wired, contact Tim Caldwell with Special Event Service & Rental at 901-461-1197 or e-mail - tim@specialeventrent.com

2. What amp breaker do you need? _____

3. Truck size: (bumper to bumper) _____

4. Trailer size: (tongue to tailgate) _____

5. How much frontage do you need? _____

6. Tent size: (**NO STAKES**) _____

7. If tent, do you need to unload from a truck and/or large trailer in front of your vending space? YES NO

* Extra electrical needs may carry an additional charge.



LIABILITY RELEASE FORM

FINE PRINT: This is not a binding contract until signed and approved by Bikes, Blues, and BBQ®. You will be notified of acceptance at the contact information that you have provided above. An application for space and its acceptance constitutes a contract to use the space assigned. Bikes, Blues, and BBQ® retains the privilege to change locations for unavoidable reasons. Each vendor acknowledges his/her agreement to all the rules set forth by Bikes, Blues, and BBQ®. No refunds due to inclement weather will be made.

LIABILITY RELEASE: We the undersigned do hereby submit our application for consideration for reservation of display space for Bikes, Blues, and BBQ®. We agree to abide by the rules and regulations set forth by Bike, Blues, and BBQ® and will indemnify and hold Bikes, Blues, and BBQ® harmless from all costs, losses, damages, or expenses including expense of litigation, and attorney's fees, resulting from any person or property arising out of any act of omission of vendor or his employees or other representatives. Vendor is required to furnish Bike, Blues, and BBQ® representatives with evidence that vendor has insurance in force with a reputable insurer, including coverage (with limits approved by Bikes, Blues, and BBQ®) against contractually assumed liability. Bikes, Blues, and BBQ®, its officers, agents, members or volunteers shall not be held responsible for any loss or damage due to theft, fire, accident or act of God, but will use reasonable care to protect the vendor from such loss. I agree to leave my display throughout the duration of the vendor hours: 3:00 pm to 12 midnight Wednesday, September 23 and 10:00 am to 12 midnight Thursday, Friday, and Saturday, September 24 – September 26.

IMPORTANT: Vendor will be required to provide Bike, Blues, and BBQ® with a current certificate of insurance, showing liability limits of not less than \$1,000,000 per occurrence for premise and operations liability, also naming Bike, Blues, and BBQ® as an additional insured. Certificate must be received by August 31, 2020.

PRINT NAME: _____ **DATE:** _____

SIGNATURE: _____



ADDENDUM TO BIKES, BLUES AND BBQ FOOD VENDOR FEE CALCULATION (Dickson Vendors Only):

- Food Vendors agrees to pay Bikes, Blues and BBQ 20% of gross event sales or current vendor fees, whichever amount is greater.
- Food vendor will pay a 25% down payment of current vendor fee amount by May 31, 2020. The vendor fee balance must be paid in full by August 15th. If vendor calculates that 20% of gross sales is greater than the vendor fees, the vendor fee amount collected will be deducted from the 20% sales amount owed to Bikes, Blues and BBQ.
- Food vendors will be asked to reconcile percentage payments with Bikes, Blues and BBQ following the close of business on Saturday, September 26th. A Bikes, Blues and BBQ staff member will meet you at a designated space to reconcile with you. If you leave the Bikes, Blues and BBQ premises without reconciling with Bikes, Blues and BBQ staff members, you will not be allowed to return to the event.
- NO VENDOR MAY SELL BOTTLED WATER, GATORADE OR SODA PRODUCTS (COFFEE, TEAS AND/OR JUICES ARE OK TO SELL)

Vendor Name: _____

Signature: _____

Date: _____