



Summer Concerts Vendor Policy

Parties interested in providing food and beverage services at the Templeton Summer Concerts must meet the following criteria:

The 2017 Templeton Concerts in the Park are from June 7, 2017 to August 16, 2017



EVENTS VENDOR POLICY:

1. This policy is specific to Concerts in the Park and Food/Beverage vendors.
2. TCSD reserves the right to change this policy at any time.
3. TCSD reserves the right to limit, accept, or deny booth space to any vendor, organization, or group based on the type of food/beverage to be served, the amount of space available, or for any other reason.
4. Vendors will be required to meet all San Luis Obispo County Health Codes and applicable laws pertinent to food vendors. See criteria/requirements below:
5. All vendors shall adhere to all event-specific rules and policies.
6. Vendors are responsible for the *set-up and take-down* of their own booths.
7. Vendors are limited to the sales of specific items listed on the menu provided at the time of submission and agreed upon by TCSD Staff members.
 - a. Changes to the agreed upon menu are allowed, provided the changes do not conflict with other previously approved vendors, but must be approved by TCSD Staff and agreed upon in writing.
8. Vendors may not allow other groups, organizations, businesses or vendors to sell items from their booth space.
9. Vendors must stay within the space assigned to them by TCSD Staff.
 - a. Event attendees must come to the vendor booth; vendors and their subordinates are not permitted to actively seek out or solicit attendees.
 - b. At least one person must be present at the booth at all times.
10. Vendor fees for each concert must be paid in full prior to arriving at the event unless other arrangements have been made with TCSD Staff.
11. Vendors may not advertise Summer Concerts without District consent. This includes, but is not limited to, TV, radio, websites, email blasts and/or print ads.
12. We will not announce vendors or their associates at concerts by name, in order to ensure Concert Sponsors get appropriate recognition for their monetary support of the event.
13. No banners or signage may be put up by vendors on the **Gazebo** or around the park. *Banners may be put at your assigned vendor location only.*
14. **The District reserves the right to limit vendors based on space needed, menu items, etc.**
15. Use of a generator requires TCSD approval, prior to the event.
16. **There will be one to two full-menu vendors and two to three specialty vendors i.e., ice cream, coffee, snow cones, as long as they are not offering duplicate items. (waters and sodas exception)**

APPLICATION CRITERIA:

1. Complete and submit an application to the District. **(application period ends April 1st, 2017)** Submissions must be received in the Templeton Recreation Office, 599 S. Main Street, Templeton, CA 93465, **no later than 4:45 pm PST on April 1, 2017.**
2. Attach a current copy of the following items , if applicable:
 - a. Food Handler’s certificate
 - b. Health Department certificate/license issued by San Luis Obispo (SLO) County
 - c. Temporary Food Facility Permit, obtained from SLO County
 - d. Mobile Food Facility Permit, obtained from SLO County
 - e. Business license
 - f. ABC license/permit
3. Provide a Certificate of Insurance wherein TCSD is named as an “Additionally Insured” for \$2,000,000.00.
4. Provide a menu of specific food/beverage items to be served.
5. **Provide Security for your area if required by County, TCSD, or ABC.**
6. **A vendor must inform TCSD (in advance) if they wish to submit any changes to or alter the vendor application in any way.**

FEE SCHEDULE:

All Vendor locations to be determined by TCSD Staff. Space is limited at the discretion of TCSD Staff.

1. TCSD will allow up to two concert sponsors per evening to have information tables/pop-ups in designated locations free of charge to pass out Information. No sales and no soliciting will be allowed.
2. \$25 Non-Profit Group Table or 10x10 pop-up – No Sales, Information Only. (Two per evening)
3. \$50 for a 10x10 space **up to 100 square feet**
4. \$75 for a food truck size or **up to 200 square feet**
5. \$100 20x20 space **up to 500 square feet**
6. \$175 for **more than 500+ square feet** (requires prior approval from TCSD)

POLICY REVIEW:

This policy is subject to review at any time. If a dispute occurs it shall go before the General Manager and in his absence, his designee and the Park and Recreation Committee.