



2022 Hiawatha Traditional Music Festival Food Vendor Application

Please complete this application and return it with the required deposit by March 15, 2022 to be considered as a Food Concessionaire.

For specific vendor questions, please contact the Hiawatha Music Co-op (HMC) office at 906-226-8575.

This Food Vendor application is valid only when duly signed by the Concessionaire and an Officer of HMC. The contract certifies that _____ **(name as it will appear on the concession-share check)**, as a Food Concessionaire at the 42nd Annual Hiawatha Traditional Music Festival, scheduled for July 22-24, 2022 at Marquette Tourist Park. The Concessionaire shall submit **this application and a surety deposit of One Hundred Dollars (\$100.00)**. The Concessionaire will not be considered for a concession site at the Festival until both the application and this deposit are received by HMC. The deposit will be returned by April 15, 2022 for those applicants who are not selected for the Festival. For applicants who are selected for the 2022 Festival, and have received a signed copy of this application, the surety Deposit will be returned by mail after the concession site has been checked by the HMC clean-up crew and Area Coordinator on Monday, July 25, 2022.

As an accepted Food Concession Vendor, the surety deposit will be forfeited if any of the following events occur:

- Concessionaire does not participate in the Festival.
- Concessionaire accepts any form of payment , including cash, other than Hiawatha Festival Tokens.
- Concession site is not cleared of vehicles, trailers, and all debris by 12:00 PM (noon) on Monday, July 25, 2022. Any additional expenses incurred by failure to remove all equipment and debris will be billed to the concessionaire. The standard charge by the City of Marquette is One Hundred Dollars (\$100.00) per day.
- Any food concessionaire operation not removed by the Noon Deadline on Monday, will also forfeit their deposit.
- Concession operators shall abide by all Public Safety and Health Laws and all rules and regulations of the Marquette Tourist Park and Hiawatha Traditional Music Festival.
- Excessive use of alcohol and any use of illegal drugs is prohibited and will be subject to immediate dismissal.
- No beverages are to be sold in glass containers. Violation of this regulation will result in termination of services and dismissal from the Festival.
- Concessionaires are expected to respect the family atmosphere of the Festival and will conduct herself/himself in an appropriate manner with all Festival guests, workers, and volunteers.
- Pets are not allowed at the Festival.
- The sale of alcohol and tobacco is strictly prohibited.

**If selected for the Festival, please choose one of the two
Reimbursement levels listed below:**

- 1) A For-Profit Concessionaire agrees to pay the Hiawatha Music Co-op **Twelve percent (12%) of gross revenues** from any and all sales at the Festival. For convenience, the concessionaire will receive the following:
 - Two (2) weekend passes to the Festival.
Additional passes may be purchased by the concessionaire at advanced prices, ***during advanced sale dates***, and at regular gate prices one week prior and up to the festival
 - One (1) on-site vehicle parking pass.

- 2) A For-Profit Concessionaire agrees to pay the Hiawatha Music Co-op **Fifteen percent (15%) of gross revenues** from any and all sales at the Festival. For convenience, the concessionaire will receive the following:
 - Four (4) weekend passes to the Festival.
Additional passes may be purchased by the concessionaire at advanced prices, ***during advanced sale dates***, and at regular gate prices one week prior and up to the festival
 - One (1) on-site vehicle parking pass.

All sales shall be transacted using the medium of exchange provided by the HMC for the Festival in the form of wooden tokens (\$5.00, \$1.00, and 25-cent denominations). Food prices must be set in increments of 25-cents. Start-UpTokens will be made available prior to 1:00 PM, Friday July 22, 2022. The concessionaire will be reimbursed by check, by Friday, July 28, 2022. Each concessionaire is responsible for remitting the 6% sales tax to the Michigan Department of Treasury. A list of Festival concessionaires will be submitted to the Michigan Department of Treasury.

SET-UP

Entry into the Festival grounds can begin as early as 5:00 PM Thursday, July 21, 2022 but must be completed by 11:00 AM, Friday, July 22, 2022. The concessionaire shall NOT proceed with the sale of food and beverages until the following are complete:

1) **Concessionaire has been inspected by the on-site Electrician.**

HMC abides by the City of Marquette Electrical code. All electrical hook-ups are via Ground Fault Interrupt (GFI) connections.

The HMC on-site electrician is available to service HMC equipment only and will help you connect to the power source. HMC electrician cannot be used for maintenance or repair to, or inside your vendor unit. HMC will provide 110-volt service for each concession unit from a central location.

You should bring:

- Two or more 20-30 foot heavy duty, three (3) prong grounded extension cords.
- If you have additional electrical needs, including 220-volt service, please contact the HMC representative prior to the Festival.
- **Concessionaires will have access to power up to 50 amps. Any additional power needs will need to be discussed and cleared prior to the festival.**
- **Generators are not permitted at the Hiawatha Music Festival.**
- ***Please complete the attached form outlining your electrical needs.***

2) **Concessionaire has been inspected by the Marquette County Health Department.**

All vending operations must comply with Michigan's Design Operation Criteria for temporary food service establishments, Type-I, Type-II, Type-III. Each concessionaire must have, on site, their temporary FOOD SERVICE LICENSE for the Health Department Inspector to examine. You must obtain this license prior to the Festival. Concessionaires cannot be cleared to operate without the Food Service License. Please contact the Marquette County Health Department at 906-475-4195 if you have questions and to obtain your food service license.

3) **Concessionaire has been inspected by the Marquette City Fire Marshall.**

The Marquette Fire Department requires that all tenting, canopy materials, and tarps be fireproof. Each concessionaire set up for cooking must have a fire extinguisher of 3-5 lbs. in size with a 1 or 2 A rating for ordinary combustibles, 10 or 20 B rating for oil and grease fires, and a C rating for use on charged electrical fires. Please contact the Marquette Fire Marshall if you have any questions about set-up. The fire department may be able to loan you an extinguisher for the weekend. If you use a fire extinguisher from the Fire Department, it will be labeled as such and must be turned in to the Area Coordinator or Monitor prior to leaving the festival.

Operation and Festival Logistics

Security: Regular police patrols, park supervision, and volunteer security will take place in the park during the Festival. HMC will not be responsible for any property damage or loss.

Water: A sink is available behind the rest rooms in the vending area. The water facilities are for equal use by all vendors.

Parking: Parking is very limited, on site. Each concessionaire is provided one parking pass. Additional parking passes may be available depending on need and availability. Additional parking passes, if approved, will be sold to the concessionaire at regular pass price if purchased prior to the opening of the Festival. Please do not park at the entrances of, or within, the vendor area.

Your site: You will be assigned a designated Vendor site. An HMC representative will be available to assist you in finding and situating your vendor unit on the site.

Camping: A limited number of concession camp tags are available. If you and/or your employees wish to camp at the Festival, please notify HMC in advance with the following information:

- Area in which you wish to camp (See Tourist Park map, on line or at the Tourist Park entrance office).
- The number of tent tags needed.
- The names of the persons occupying the tent site.

Wrist bands: All persons must wear and display the 2022 HMC Festival wrist band when on the Festival grounds. Do not remove the wrist band if you leave the grounds. The wrist band is not transferable and is valid for the weekend. Additional wrist bands may be purchased as described in compensation information, above, depending on Reimbursement level.

Concession Unit Electrical and Space Requirements

Please provide a description of your Concession unit (please include hitches and overhangs as well as awnings):

Length:

Width:

Do you use any additional shelters, awnings, or tents on your concession site? If so, please provide:

Length:

Width:

Do you have a storage unit for which you will need access? If so, please describe any access needs.

Length:

Width:

Power:

What are your power needs (50 amp max unless discussed and approved prior to the festival)?

Please list your electrical appliances and the amperage needs of each unit:

Do you use propane? (if so please check for local regulations regarding the use and securing of propane tanks).

The concessionaire understands that completion of this application does not create a contractual agreement. This application is only a valid concession contract if it is returned to the concessionaire with the signature of an HMC representative.

Concessionaire Signature, Title

Name of Business or Organization as it should appear on the Concession-share check.

Phone

email

address

HMC Representative

Name:

Title:

For Office use only:

Vendor Reimbursement level:

For-Profit 12% _____

For Profit 15% _____

wrist bands. _____

#camp tags. _____

#parking passes. _____