



56th Annual Festival of the Forks
Food Vendor/Truck Application
 September 15-16, 2023



First Name _____ Last Name _____
 Business Name _____ MI Sales Tax ID # _____
 Address _____ City _____ State _____ Zip _____
 Phone () _____ E-mail _____
 Website _____ Facebook _____

Circle one: FOOD TRUCK FOOD BOOTH
Friday Booth Fees* - Please Circle Your Selection for FRIDAY

Set-up 12-2 p.m.; Festival 3-7 p.m.	Single - 10'x10'	Double - 20'x10'	Triple - 30'x10'
Early Bird (received by July 14, 2023)	\$40	\$55	70
Regular (received by August 31, 2023)	\$80	\$100	\$120

Saturday Booth Fees* - Please Circle Your Selection for SATURDAY

Set-up 8-10 a.m.; Festival 10 a.m. - 6 p.m.	Single - 10'x10'	Double - 20'x10'	Triple - 30'x10'
Early Bird (received by July 14, 2023)	\$70	\$90	\$120
Regular (received by August 31, 2023)	\$120	\$140	\$170

GACC Member Benefit

Receive \$50.00 Discount upon membership renewal*

*Must be a member in good standing and paying vendor. Excludes Individual/Non-Profit Org./Artist memberships.

*Each vendor must supply their own booth equipment/tent, tables, chairs, and power cords.

Type of food (be specific): _____
 Do you require electric power (be specific, no guarantee): _____
 What types of appliances will be used (be specific): _____

Requested location: No preference Stoffer Plaza Market Place Dr.

Payment Information

Payment is due with application. Application and payment must be received by July 14, 2023, for Early Bird rate.

Check Payment:

Please make checks payable to: **Greater Albion Chamber of Commerce & Visitors Bureau** (Memo: Festival of the Forks)

Credit Card Payment: Visa ___ MC ___ Cardholder's Name _____

Credit Card # _____ CVV _____ Exp. Date _____

Billing Address _____ City _____ State _____ Zip _____

Amount _____ Signature _____ Date _____

Complete and return to: Festival of the Forks, P.O. Box 238, Albion, MI 49224



56th Annual Festival of the Forks
Food Vendor/Truck Application
September 15-16, 2023



2023 Festival of the Forks Vendor (Artist/Exhibitor, Marketplace, Public Information, Non-Profit) Agreement

Festival of the Forks Vendor Requirement Policy & Procedures:

- **Payment is due with application. Application must be received by July 14, 2023, for Early Bird rate.**
- Booth requests are not guaranteed. We will do our best to satisfy Booth Location Requests.
- Booth assignments will be provided by September 1, 2023, by email.
- Each vendor must supply their own booth equipment/tent, chairs, power cords, etc.
- Each vendor must exhibit, oversee, and remove his/her own materials.
- All vendors are to be **set-up directly on Superior, Erie and Cass Streets** within their assigned vendor space up against the curb (Superior Street vendors are to be located within designated parking areas against the curb).
- At no time throughout the Festival are vendors to be located on sidewalks on Superior, Erie and/or Cass Streets unless prior arrangements have been made with the Greater Albion Chamber of Commerce & Visitors Bureau.
- At no time throughout the Festival are vendors to request use of electricity or other utilities from businesses located within downtown Albion.
- This is an outdoor event. Please come prepared for the weather conditions (no refunds).
- There is no late admittance for vendors not set-up by Friday at 2 p.m. and Saturday at 10 a.m.
- Vendors will enter the Festival at the intersection of Michigan Avenue and Superior Street in downtown Albion.
- Set-up hours for Friday: 12-2 p.m.
- Set-up hours for Saturday: 8 – 10 a.m.
- Tear-down hours for Friday & Saturday: 7 – 8 p.m. Vendors **MUST** be torn down by 8 p.m.
- Vendors **MUST** remain/exhibit until close of the Festival at 7 p.m. following the evening parade (failure to observe this rule may ban vendors from future Festivals).
- **Cancellation:** There is a 25% cancellation fee if applicant cancels after July 14, 2023 (no refunds).
- The Greater Albion Chamber of Commerce reserves the right to refuse registration for any vendor.
- Vendors promoting goods and services that do not promote a family-friendly environment will be asked to leave and denied future registration/participation.
- Any misrepresentation of the nature of a vendor's business will be grounds for denying registration.
- Vendors that put Greater Albion Chamber of Commerce staff, volunteers, and/or the public in any kind of danger will be asked to leave and will be denied future registration/participation.
- The festival is subject to local, state, and federal orders and recommendations.

Food vendors only:

Food vendors who cook any portion of food on site and/or must keep food hot or cold are required to have a temporary license along with this Festival of the Forks application. No food licenses issued after September 1, 2023. For additional licensing information, please contact Calhoun County Environmental Health at 269.969.6341. **Michigan Temporary Food Establishment License Applications** are available for pick-up at the Greater Albion Chamber of Commerce & Visitors Bureau office located at 403 S. Superior Street, Albion, Michigan.

- **Use of electrical roasters, frying pans, and/or Coleman stoves is limited to two (2) per 10'x10' booth.**
- Electricity is first come, first served. Not guaranteed.
- Booth requests will be on a first come-first served basis. There is NO guarantee of your location assignment.
- No multi-outlet strips. All electrical cords must be taped down.
- Port-o-Johns are not food disposal units. Anyone using one for food disposal will be removed from the Festival and fined.

I hereby agree to the terms set forth in this application. I agree that the City of Albion, Greater Albion Chamber of Commerce & Visitors Bureau, the Festival of the Forks, its members & volunteers shall not be responsible for loss of or damage to any personal property. I understand that the deposit of my check constitutes acceptance in the show. I understand that failure to follow the Vendor Requirement Policy & Procedures stated herein can mean immediate expulsion from the Festival of the Forks.

Signature _____ Date _____

Complete and return to: Festival of the Forks, P.O. Box 238, Albion, MI 49224

Website: festivaloftheforks.org Email: chamberoffice@greateralbionchamber.org Telephone: 517.629.5533