

*Strasburg Mayfest*  
*Strasburg Chamber of Commerce*

P.O. Box 42 Strasburg, VA 22657

Telephone ~ (540) 465-3187

Fax ~ (540) 465-2812

Email: [schamber@shentel.net](mailto:schamber@shentel.net)

Website: [www.strasburgchamber.com](http://www.strasburgchamber.com)



*Strasburg Chamber of Commerce*  
*28<sup>th</sup> Annual Mayfest Celebration*

You are invited to participate in one of the largest festivals in northern Shenandoah County. Strasburg's annual Mayfest celebration is attended by between 15,000 and 20,000 people each year.

Food concessions will line downtown Holliday Street, north and south, for two full days ~ Saturday, May 15 through Sunday, May 16, 2010. We hope to bring even more people to the town of Strasburg this coming year, so hurry and respond to reserve your space. First come first served --- spaces are limited.

Please review the enclosed Rules and Regulations before completing the enclosed application and returning it with your fee. A copy of your insurance and license must also be returned with this application to the Chamber office by March 31, 2010. You will be notified after April 12, 2010 on your acceptance and will be contacted in letterform to confirm your space number/location after May 1, 2010.

The enclosed paperwork for a temporary food permit must be filed with the Shenandoah County Health Department by April 9, 2010 ~ **No Exceptions**. If paperwork has not been received by the Health Department in time, you will not be allowed to set up at Mayfest.

Any questions can be directed to the Strasburg Chamber of Commerce office at (540) 465-3187. If you wish to be removed from our mailing list, please contact us at the above number or email your name and address indicating such to [schamber@shentel.net](mailto:schamber@shentel.net).

Thank you and we look forward to seeing you in May!

*Suzanne Matthews*

*Food Vendor Committee Chair, Strasburg Mayfest*

## **Strasburg Chamber of Commerce ~ Mayfest Celebration Food Vendor Rules & Regulations**

### **EVENT DAYS & HOURS**

- ☞ Saturday, May 15, 2010            10 a.m.-7 p.m.
- ☞ Sunday, May 16, 2010            12-6 p.m.
- ☞ Event held rain or shine

### **APPLICATION DEADLINE ~ March 31, 2010**

- ☞ Payment due with application submission.
- ☞ If your application is not accepted, your payment will be returned.
- ☞ If you are accepted, you will be notified by the Food Committee Chairman after April 12, 2010.
- ☞ Past acceptance does not guarantee acceptance at this festival.
- ☞ The Mayfest Food Committee reserves the right to limit number of vendors with the same items or request a vendor does not sell a specific food.
- ☞ Full Menus required for submission with application. **NO** last minute food item additions.
- ☞ Acceptance after this date is on a space available basis.
- ☞ Refunds will be paid in full for cancellations received before April 16, 2010. No refunds for cancellation after April 16.
- ☞ Notification of space location will be mailed after May 1, 2010.

### **SPACE SIZE & COSTS**

- ☞ Space size is 10 x 10
- ☞ Cost ~ \$50 per space per day; non-profits, \$25 per space per day
- ☞ Space size is to include open awnings and trailer hitch
- ☞ If vendor set up is larger than initially indicated and paid for, vendor must pay additional space fee and a \$25 oversize fee.
- ☞ Electric is \$30 per day
- ☞ No water available

### **INSURANCE**

- ☞ All vendors must carry General Public Liability with a minimum limit of \$1,000,000.
- ☞ Certificate of Insurance must accompany application.
- ☞ Vendors are responsible for their own display in case of loss or damage.
- ☞ Neither the Strasburg Chamber of Commerce nor the Town of Strasburg will be held liable for anything lost or stolen.

**(OVER)**

### **HEALTH PERMITS AND LICENSES**

- ☞ Food vendors who are accepted to participate in the Festival must complete and submit the health permit form to the Shenandoah County Health Department by April 9, 2010.
- ☞ You will not be allowed to set up or to operate without the permit.
- ☞ All food vendors will be inspected by the health department.

### **SET UP/TEAR DOWN**

- ☞ Due to a street dance on North Holliday Street, exhibitors are not allowed to set up until after midnight on Friday, May 14, 2010.
- ☞ Exhibitors must be set up by 10 a.m. on Saturday.
- ☞ Breakdown is ***not*** to begin until the end of the festival, Sunday at 6 p.m.
- ☞ Vehicles are not allowed into the festival area until all patrons have left the area.

### **MISCELLANEOUS**

- ☞ All equipment is provided by the participants.
- ☞ Only whisper-quiet generators will be allowed.
- ☞ All food vendors **MUST** pay 10% of their daily gross sales to the Strasburg Chamber of Commerce by 5 p.m. on Sunday, May 16, 2010. Failure to do so will result in vendor not being invited to return in future years.
- ☞ If food vendors set up Saturday but do not return on Sunday, they **MUST** contact the Chamber office with their reason for not returning. Failure to do so may result in participant not being invited back.

# Mayfest Food Vendor Application

Make checks payable to & mail to: **Strasburg Chamber of Commerce**  
P.O. Box 42  
Strasburg, VA 22657



*PLEASE PRINT LEGIBLY:*

Name: \_\_\_\_\_

Trade Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Main Contact Number: \_\_\_\_\_

Email: \_\_\_\_\_

Check this box if you would like email confirmation of application receipt (Does not guarantee acceptance)

Website (if available): \_\_\_\_\_

Type of food: (full menus required) \_\_\_\_\_

Type of Set-up: \_\_\_\_\_ Tent \_\_\_\_\_ Trailer ~ length to include open awnings and trailer hitch

Total Spaces needed (10 x 10) \_\_\_\_\_ Total Amount Enclosed: \$ \_\_\_\_\_

Electricity Needs: \_\_\_\_\_ 110 \_\_\_\_\_ 220 \_\_\_\_\_ Have own generator

*(Limited Number of Receptacles are Available)*

I have read all the rules & regulations contained herein and agree to abide by them\*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\*By signing I/we understand that the Mayfest Committee and the Strasburg Chamber of Commerce are not liable for injury to persons participating in its events or to spectators/visitors, or damage to vehicles or personal property. Further, we have reviewed the rules, regulations and policies of the Mayfest and agree, if we participate, to comply with them as prescribed and to indemnify and agree to hold the Mayfest, Strasburg Chamber of Commerce and the Town of Strasburg harmless from any and all liability arising from our participation in the Festival. The Mayfest Committee is not responsible or liable for the quality or performance of products sold by the participants. I/we also agree to pay to the Strasburg Chamber of Commerce 10% of daily gross sales by 5 p.m. on Sunday, May 16, 2010.

## Office Use Only

Photos \_\_\_\_\_ Date \_\_\_\_\_

Amt. Paid \_\_\_\_\_ √/MO # \_\_\_\_\_

Space # \_\_\_\_\_