



# The City of Conyers presents the 2017 TASTE of CONYERS

Saturday, May 6<sup>th</sup> 11am to 4pm

(rain or shine)

OLDE TOWN CONYERS

We invite you to participate in the annual **Taste of Conyers!** On average, over 3000 festival-goers and food connoisseurs come to the beautiful Olde Town district to experience the best of Conyers' eateries. What a great opportunity to showcase your menu, products and hospitality to thousands in one fun-filled afternoon!

The Taste of Conyers will not only introduce its **best eateries**, but also offers live entertainment and a spectacular car show sponsored **Redline Events**. This year we will introduce the **Kid's Taste area** for the little ones. Be the first to join us for an awesome afternoon filled with fun, fellowship and entertainment. Limited booth space available!

## **“Best of” awards will be given for these categories:**

- **Best Booth Presentation**
- **Best Appetizer**
- **Best Entrée**
- **Best Dessert**

### **Judging Process:**

Judging will take place between 11:00 am-2:30pm. The panel is made of 3 judges, all selected by the City of Conyers. The judges will wear badges to distinguish them.

- **“Best Booth Presentation”**

The 3 judges will make a visit to each booth starting at 11:00am, long before tablecloths get messy. They will be looking for the space that is most visually appealing, most uniform, and most ‘theme’ based for your restaurant.

- **“Best Appetizer,” “Best Entrée,” and “Best Dessert.”**

Judging for these categories begins at 11:00am and it is your responsibility to have your sample ready for judges when they come to your table. Only prepare samples for each category you wish to enter. Entries **MUST** be available for sampling at your tent the day of the event. (ex: you may not enter a dessert from your restaurant menu that you are not serving the day of the Taste of Conyers event). Our three judges will taste entries in all categories and choose a winner the day of the event.

We hope you are excited about this year's awards. ***BEST OF LUCK TO EVERYONE!!!***

### **AS A VENDOR...**

Please read all of the materials carefully before completing the application. The vendor spaces for the Taste of Conyers are \$50.00 per 10 x 10 booth space.

We encourage you to take advantage of promoting your restaurant to those in attendance at the event. You may want to consider distributing your promotional materials, business cards, menus, and coupons at your vendor booth during the event.

# VENDOR INFORMATION

## IMPORTANT DATES

**Entry Deadline....March 31, 2017**

**Vendor Setup**

Saturday, May 6th...7:00am-10:00 am

**Deadline to Cancel...April 14, 2017**

**Festival Day**

Saturday, May 6th...11:00am-4:00pm

**Informational Packets Mailed...  
April 4, 2017**

**Breakdown on Saturday....4:00 pm**

Breakdown cannot begin the crowd clears the festival area.

**(NO EARLY DEPARTURES ALLOWED)**

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### Rules & Regulations

The Taste of Conyers reserves the right to make final interpretation of all rules. An application is a commitment to show. **NO REFUNDS WILL BE MADE FOR CANCELLATION OR REMOVAL FOR CAUSE.** In an event of unforeseen circumstances, the show may be terminated at the discretion of the festival organizers. No refunds will be made for bad weather.

1. **Event is held rain or shine. You may not pack up due to weather without festival staff approval.**
2. Submit a picture displaying an accurate representation of your booth and setup, if possible.
3. The APPLICATION DEADLINE is **Friday, March 31, 2017.**
4. **No alcoholic beverages are allowed.**
5. Booths must be neat in appearance and not distract from neighboring displays. Each vendor is responsible for their own trash removal. A trash bag will be included in your vendor packet.
6. Vendors are not allowed to stake tents into the asphalt or concrete in the streets of Olde Town.
7. Vendors are required to handle their own sales tax, if applicable.
8. Booths must be manned at all times for the entire festival day. Vendors may not begin breakdown until the end of the festival day at 4pm. This rule applies even if you run out of food.
9. All vendors must sign the release form (attached) in order for the application to be accepted.
10. **Electricity is a PAID amenity. You must pay when you apply.** Electricity is extremely limited and cannot be guaranteed. \$15.00 charge per plug in.
11. Gas powered generators are allowed in the festival area and strongly encouraged. Please be sure to note on your application if you plan to use a generator.
12. Checks post-dated or returned unpaid by the bank will result in IMMEDIATE DISQUALIFICATION, and a fee of \$30 will be charged.
13. The Taste of Conyers reserves the right to reject any organization whose presentation, goals or objectives may be offensive and not in the best interest of the community.
14. Vehicles are not allowed in the festival area after setup time is over or during the festival. Vehicles may not enter the festival area until the police open the gates after 4pm due to safety concerns. Violators will not be invited to return to the festival.
15. A vendor failing to meet all requirements and regulations may be asked to leave the festival area or be disqualified without a refund.
16. You will need to provide the following:
  - Any equipment needed for the serving, warming, cooling, & storage of your food
  - Containers/Plates (disposable) and utensils
  - Event menu and item price list to post on your booth
  - Tablecloths, skirting and or decorations for your booth (as desired)
  - Extension cords (if needed)
17. No glass containers are permitted for safety reasons.
18. **No business will be allowed to participate in the festival or distribute literature at the festival unless they have submitted a festival application and received an approval letter.**

**\*\*\*Restaurants must adhere to the \$1 minimum and \$3 maximum charge per food sample rule. (strictly enforced)**

**\*\*\*Please keep in mind this is a "Taste" event and size your samples accordingly.**

# Vendor Application

## Deadline: March 31, 2017

Please complete the following application and send with payment, photo and signature. *Please note that every effort will be made to accommodate the needs of each vendor, but no guarantees can be made due to limited space.*

Vendors Name: \_\_\_\_\_ Business Name: \_\_\_\_\_  
Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
Phone (H) \_\_\_\_\_ Phone (Mobile) \_\_\_\_\_  
Phone (W) \_\_\_\_\_ **Email** \_\_\_\_\_

Do you plan to use a tent in your booth space? \_\_\_\_\_

Please list any booth requirements or requests. \_\_\_\_\_

**List all items** you plan to serve: \_\_\_\_\_

\_\_\_\_\_

Food will be: (check all that apply) \_\_\_ Pre-packaged: \_\_\_ On-site cooking required: \_\_\_

Will you sell drinks Y/N (circle)

No cooking required: \_\_\_ Individually wrapped: \_\_\_ Bulk transported/portions served on site; Other \_\_\_\_\_

Have you participated in other festivals? If so, please name: \_\_\_\_\_

Number of booth spaces requested (10x10) \_\_\_\_\_ x \$50.00 each = \_\_\_\_\_

Number of electrical outlets requested (60 volt each, max. 2) \_\_\_\_\_ x \$15.00 each = \_\_\_\_\_

**Generators are allowed.**

**TOTAL** = \_\_\_\_\_

How will you provide temperature control for food in the booth? (Steam trays, coolers, etc.) \_\_\_\_\_

\_\_\_\_\_

### Important Signatures

#### Release Agreement (*All vendors must sign*)

I, for myself and on behalf of my heirs, assigns, personal representatives and next of kin, hereby release, indemnify, and hold harmless the Taste of Conyers, and the City of Conyers, their officers, officials, agents, employees, sponsoring agencies, sponsors, advertisers, and, if applicable, owners and lessors of premises used for the Taste of Conyers event ("Releasers") with respect to any and all injury, disability, death, or loss or damage to person or property associated with my presence or participation in the Taste of Conyers event, whether arising from the negligence of the Releasers or otherwise, to the fullest extent permitted by law. This indemnity agreement shall include all reasonable attorney's fees, costs and expenses. I also understand that I am fully responsible for any Revenue/Sales Tax applicable for items sold at the 2017 Taste of Conyers. I acknowledge that photographs will be taken at the Taste of Conyers. I hereby give the City of Conyers rights for promotional use as to any submitted photographs and as to photographs taken at the Taste of Conyers.

I have read and fully understand the Release Agreement stated above.

"Release Agreement" must be signed by ALL vendors to be accepted for this event.

Signature \_\_\_\_\_ Date \_\_\_\_\_

If you have any questions after having read the enclosed materials, please contact the Conyers Welcome Center at 770-602-2606 or email to [sandy.fowler@conyersga.com](mailto:sandy.fowler@conyersga.com). Thank you for your interest in the Taste of Conyers and look forward to receiving your application.

CHECKLIST: Make sure to include the following

- Signed and completed application
- Check made payable to City of Conyers (including electricity, if applicable)
- Mail to: Taste of Conyers, c/o Conyers Welcome Center, 901 Railroad Street, Conyers, GA 30012

