

**CITY OF STILLWATER COMMUNITY CENTER
STILLWATER BLUES FESTIVAL - APPLICATION
Food Concessions**

Application Process

Stillwater Blues Festival accepts applications for food vendors year round. Applications are kept on file and reviewed each year. Should your food service operation be of interest for any of our events, you will be notified in ample time to prepare for the selected event.

If your application is accepted, you will receive a contract and an information packet. To participate you are required to sign and return the contract issued by Stillwater Community Center and pay booth space fee prior to set-up.

It is extremely important that you state on this application exactly what your electrical needs and space requirements will be. A request above and beyond basic service does not guarantee availability and will be charged accordingly if available. Incomplete applications will not be considered and will be destroyed.

Fees

Food Concessionaire: The average cost for a three day space is \$100; however, the cost for space rental varies for each event and size of operation. Accepted food vendors will be provided with the necessary information before a request for commitment.

Rules and Decisions for participation are based on the following considerations

1. Site and spatial need of the event
2. Aesthetics: Stillwater Blues Festival appreciates the professional integrity of the vendor's presentation.
3. Menu variety: The festival seeks a well-rounded menu of eclectic food choices for our guests. Saturation of any particular type of food is discouraged.
4. Successful compliance with health regulations: It is the festival's goal to exceed any and all health code specifications, thus providing our guests with a quality food experience.
5. References: The festival will check references of all new applicants.
6. Cooperation is expected with festival officials, policies, guidelines, and health department restrictions.
7. History: All things being equal, the festival considers the vendor's history with the festival.

Stillwater Blues Festival will assign space in advance of each event. The space is restricted to the accepted food service operators. ALL DECISIONS ARE FINAL.

Facts & Info - Stillwater Blues Festival 4X4

Dates: September 18-20, 2009.

Festival hours: Friday 6pm -11pm, Saturday 1pm - 11pm, Sunday 12pm - 5pm

Location: Outside Stillwater Community Center south parking lot (See Map)

Rain Out Location: Inside Stillwater Community Center

Event Description: The 12th annual Stillwater Blues Festival is the largest FREE blues festival in Oklahoma. What a great event for families in Oklahoma!

Stillwater Blues Festival offers two stages of entertainment to include top notch regional, local, and national blues artists. The event is FREE to the public. An estimated 7,500+ will visit the 2009 event.

Vendors Fee: \$100 for three (3) days; Minimum booth space is 10'x10' and may be changed if needed.

Vendors Setup: The vendor space should be set up and ready to open by 5:00pm Friday, September 18, 2009 and removed by 7pm Sunday, September 20, 2009. Vendor Fees will be collected upon your arrival.

2009 Stillwater Blues Festival

APPLICATION FOR FOOD SERVICE OPERATIONS

(PLEASE PRINT)

Contact Name: _____

Name of Operation: _____

Address: _____

City, State, Zip Code: _____

Phone: (____) _____ Fax: (____) _____ Email: _____

Has your Operation previously participated in a Stillwater, Oklahoma event? Yes or No

Applying for (please check one):

Booth ___ Self-contained Unit _____ (1) 20-amp 110 Volt circuit ___ (1) 50 amp single phase 208 volt ___

Size of Operation (include tongue and window flaps): _____x_____x_____

Special Requirements (cookers, freezers, spatial, etc.): _____

Does your Operation meet all Payne County Health Code specifications? _____

Menu (description, sizes and pricing):

If you have participated in any Stillwater, OK events in the past two years and your Operation has changed, you must mail or email a photograph. If you checked "No", you must mail or email a recent photograph of your operation along with a listing of your experience with references and contact numbers.

Please return the completed application and required information to:

US Mail Address:
Stillwater Community Center
Gloria Short
P.O. Box 1449
Stillwater, OK 74076

UPS, etc Address:
Stillwater Community Center
Gloria Short
315 W. 8th Avenue
Stillwater, OK 74074