

INDO-AMERICAN ASSOCIATION OF DELAWARE

<http://www.iaadelaware.org>

Food Vendor Registration Form

INDIAFEST 2015 – Saturday, August 29th, noon to 10pm

**University of Delaware’s Bob Carpenter Center
631 South College Avenue, Newark, DE 19716**

(Form and vendor fee must be submitted to IAAD by Friday, July 17, 2015 to be considered for approval)

Restaurant/Vendor Name:

Address:

Phone Number:

Fax Number:

Contact Person:

Home:

Cell:

Contact Fax Number:

Contact email:

Insurance Company:

General Liability Policy#:

Number of People Staffing the food tent:

Space needed in Cooking Tent (Y/N)?:

Food Category: **North Indian / South Indian / Gujarati / Bengali / Other (Please Specify):**

State your Menu Items (**Maximum 5** for a 10’*10’ space or **maximum 10** for a 10’*20’ space)

PAYMENT Information:

Please **write one combined check** for the Fee + extra table/chairs fee and a separate check for the refundable (\$50) deposit, payable to **IAAD** - and mail them along with this completed Food Vendor Registration form to:

**IAAD
308 East Bartram Lane
Hockessin, DE 19707**

Alternatively, pay the total amount (including the \$50 refundable deposit) online at <http://iaadelaware.org/vendors.html> and simply email this completed form to us.

For additional information, please contact:

Oscar D'mello:

267-228-0770 (Odmello@NBME.org) or

Viren Bhatia:

302-824-6902 (vvbhatia@hotmail.com) or

Anand Swaminathan:

302-750-1201 (anandswami@gmail.com)

For Food Committee Use Only

Check No: Amount \$:

Date Recd in hand:

TERMS AND CONDITIONS – **Please READ carefully and completely**

Please review the following terms and conditions carefully:

- Food vendors will be provided an area of approximately **10' * 20'**
 - Non-Commercial establishments can request a 10' * 10' space
- **Food vendors who plan to cook onsite using propane gas burners will be allotted separate space (just for the propane cooking need) under a common tent outside.** There will be no incremental fee for the use of this cooking tent (if needed by you)
- Vendors in a 10' * 20' space will be allotted four 8' * 2' tables and 4 chairs
 - You can request up to four additional 8' * 2' tables (\$25/table) and 4 chairs (\$5/chair) at the time of registration
- Vendors in a 10' * 10' space will be allotted two 8' * 2' tables and 2 chairs
 - You can request up to two additional 8' * 2' tables (\$25/table) and 2 chairs (\$5/chair) at the time of registration
- LAYOUT & PRICING
 - The cultural program & Bazaar vendors are on the main level
 - The food vendors shown in the layout below are on the upper concourse
 - The main level is visible from food areas and vice versa - making this a very unique and exciting opportunity for our food vendors. It is indoors (other than the cooking tent outside)
 - Please review the attached document detailing the Food Area layout – a copy of which is also pasted at the bottom of this document
 - IAAD reserves the right to make necessary modifications to the layout if required by UD's regulations/Fire Marshal
 - **Premium Stalls F1 and F2 will be priced at \$1,000** each and will be allocated on a first-come first-served basis (based on receipt of your payment date)
 - You will be allowed to sell a maximum of 10 food items
 - **Stalls F3, F5, F6 and F7 will be priced at \$800** each and will also be allocated on a first-come first-served basis (based on receipt of your payment date)
 - You will be allowed to sell a maximum of 10 food items
 - **The approximate 10'*10' stalls (F4 and F8) will be priced at \$300**
 - You will be allowed to sell a maximum of 5 food items
 - Every vendor (F1 through F8) will have to pay an additional \$50 refundable deposit
 - ***The refundable deposit check will be returned to you only if you leave your space in the same clean condition as at the time of check-in***
- Each food vendor will be provided with one electrical outlet. **Bring your own heavy duty extension cords**, UL approved for indoor/outdoor use. We will have none.
- All applications submitted must include the full fee (non-refundable) plus the separate check for the deposit (refundable) plus the non-refundable charges for any additional tables or chairs being requested at the time of registration
- **NO Coca Cola branded sodas** are permitted at the Bob Carpenter Center
- We will not be providing any dolly's to move your equipment and/or food from the loading dock to the cooking or food selling areas. Bring your own as needed.
- Representatives from the Food committee will come around to do some sample tasting of all food items to be sold and certify that all food is good enough to be sold

- **Each food vendor must provide a copy of certificate of liability insurance. The policy must be for a minimum of \$ 1,000,000 for general liability.**
 - **Certificate holder: Indo-American Association of Delaware, 308 East Bartram Lane Hockessin, DE 19707**
- All food vendors **must** secure a temporary food permit from the Delaware Division of Public Health. The required form and contact information can be found in the form below:
 - <http://dhss.delaware.gov/dhss/dph/hsp/files/tfeapplic.pdf>
- Food vendors **must** submit menu items in advance.
- Each Food vendor **must** complete the table setup by 11.30am on the day of the event
- All Food vendors **must** adhere to **the hours of operations**
- Vendors must be prepared to have containers to carry back any leftover cooking oil. **No used grease should be left behind (Dumping of cooking grease will result in the loss of your refundable deposit and potentially additional fines from the University of Delaware)**
- Please review this information: <http://dhss.delaware.gov/dph/hsp/tfereqs.html>
- Vendor fees once paid cannot be refunded and are not transferable
- The IAAD Food vendor committee has the sole right on final allocations of tables and changing the layout at any point of time
- You are allowed to bring and put up your own banners/decorations within your allotted space
 - However, IAAD reserves the right – at its sole discretion - to ask for immediate removal of any banner, decoration, etc. – that is deemed to be inappropriate or does not fit with the IndiaFest 2015 theme
- IAAD nor the University of Delaware assume any responsibility for any theft or loss or damage of your goods
- Each vendor (approximate 10*10 or 10*20) will be given 2 and 5 free admission tickets respectively. You will need to purchase tickets from the ticket window for every additional person

INDEMNIFICATION CLAUSE

In consideration of accepting this application, the undersigned company or individual (“Organization”), including their respective heirs, executors, administrators and assigns do hereby release and agree to indemnify and hold harmless Indo-American association its affiliates, sponsors, organizers, committee officials and each of their respective servants, agents or employees from any claims, demands, damages, actions or causes of action arising out of or in consequence of any loss, injury, or damage to the Organization or any person or property arising from any cause whatsoever, in consequence of attendance or participation in the Event notwithstanding that any such loss of injury or damage may have arisen by the reason of, including but not limited to the negligence of IAAD or their sponsors, organizers and committee officials or any of their respective servants, agents or employees. The undersigned further agrees to hold IAAD and their sponsors, organizers, affiliates, and committee officials harmless and does hereby indemnify them from any and all liability for personal injury or property damage to third parties which may occur in any manner arising out of Organization’s attendance at or participation in the said Event.

The undersigned Organization further acknowledges that, as a participant of the Event, Organization hereby agrees to abide by any and all rules, directives, terms and conditions of the Event, as set forth by any of the organizers and/or committee officials, either verbally or in writing, before or during the Event, including any facility guidelines provided to the Organization (i.e. the Food vendor Guidelines).

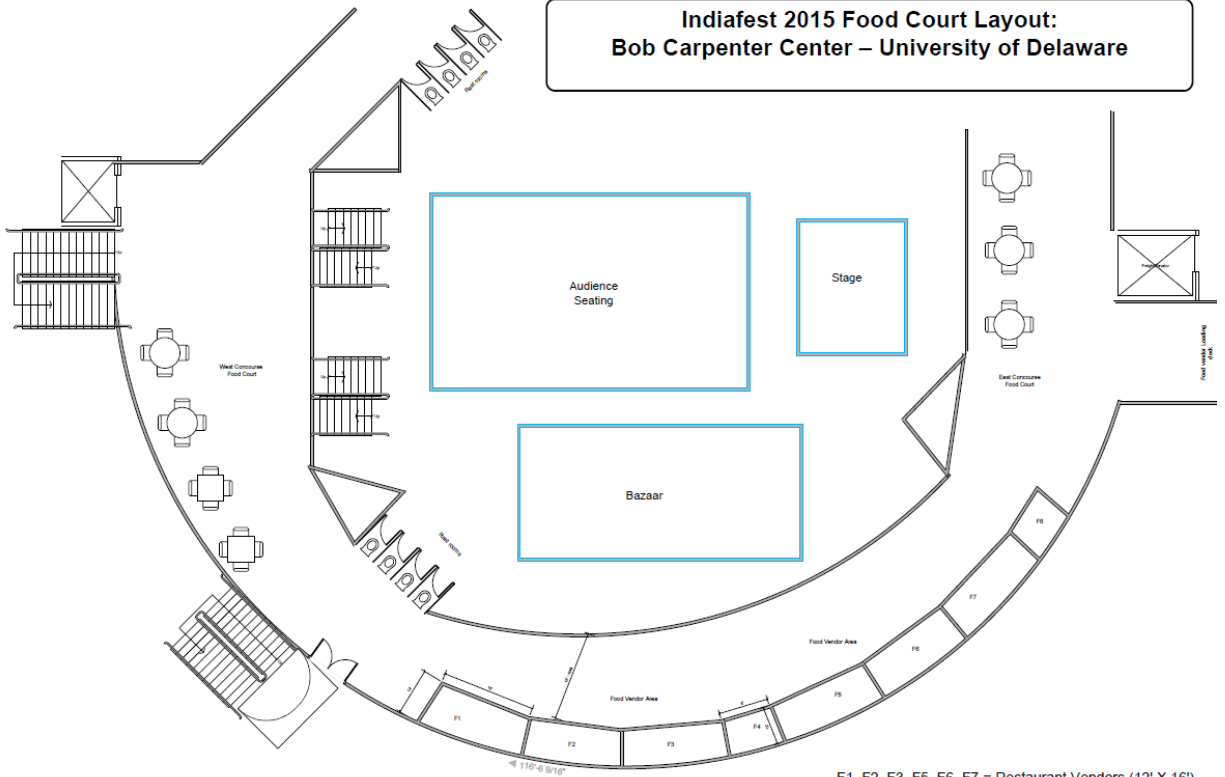
The undersigned further agrees to abide by all federal/state/local laws and that any sales Table or table signage or associated equipment used by the Organization is in safe operating condition and complies with, meets and is equipped with the prescribed equipment and requirements of Food vendor Guidelines provided by the City.

Name of Organization: _____

Signature: _____ Date: _____

Printed Name: _____ Title: _____

**Indiafest 2015 Food Court Layout:
Bob Carpenter Center – University of Delaware**



F1, F2, F3, F5, F6, F7 = Restaurant Vendors (12' X 16')
 F4, F8 = non-Restaurant Vendors (12' X 8')