



# SMALL WORLD FESTIVAL

*A CULTURAL CELEBRATION OF CARNIVAL*

## International Food Court Vendor Application ~ 2020

Event: Saturday, March 7, 10 a.m. – 4 p.m.

Location: Bryant Commons in Downtown Hinesville

438 West Oglethorpe Highway (GA 84)

*Festivities include a World Market Place, International Food Court, Global Learning Village and Cultural Entertainment. The International Food Court offers authentic foods from different cultures and countries, along with some traditional local festival foods. **The theme is a Celebration of Carnival this year.***

***International Food Court applications are due by February 21, 2020 5:00pm.***

### **PLEASE PRINT / TYPE:**

Organization/Business Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Daytime Telephone: \_\_\_\_\_ Cell Telephone: \_\_\_\_\_

Email: \_\_\_\_\_ Sales Tax ID# \_\_\_\_\_

### **Culture:**

List the country/culture represented and a brief description of the type of food items you would like to sell.

### **Menu Information:**

Attach a detailed menu/list of all food and drink items you plan to sell, including prices. (See attached form)

**Presentation & Logistics:** Please check all that apply to your booth set-up plan:

Grill     Smoker     Canopy/Tent     Table/Chairs for guests     Hot Grease Fryer

Concession Trailer (provide photo of trailer)     Other: \_\_\_\_\_

Generator (please provide make and model) \_\_\_\_\_

**Whisper-quiet generators such as the Honda EUi series inverter models or equivalent are preferred. All generators must be pre-approved by HDDA Staff.** Provide any other set-up information/ equipment to be used. Vendors must place a tarp or mat under their food prep area to keep the surface free from stains/grease. **Canopies/tents must be secured to avoid damage from winds.** The Hinesville Fire Department requires all vendors cooking with an open flame to have a certified and tagged 5lb fire extinguisher in their booth.

### **Vendor Fee:**

A single booth space is approximately 20'x20'. Double booth spaces are available upon request as available. Booth fees are determined by the date the completed application is submitted and fees paid in full.

**Early Registration & Payment: through January 31, 2020:** Single (\$75) Double (\$125)

**Standard Registration & Payment: February 1, 2020 – February 14, 2020:** Single (\$100) Double (\$150)

**Late Registration & Payment: February 15, 2020 – February 21, 2020:** Single (\$125) Double (\$175)

**Vendor Selection:**

Please note: Submitting an application does not guarantee selection to participate. Selection based on information provided in the application, the cultural authenticity of food items offered, and experiences with the vendor. Applicants will be notified of the selection as soon as possible after receipt of application. Applicants not selected for the event will have their vendor fee returned ASAP after the final deadline. We will have an exclusivity of only two vendors selling the same main dishes.

**Set up/Break Down:**

Vendors may enter the event area starting at **7:00 a.m.** Booth set-up must be complete **9:30 a.m.** and all vehicles must be moved from the event area to the designated vendor parking area. Food sales must begin at 10:00 a.m. and the booth must be manned at all times. Vendors must be open for food sales for the duration of the event. All materials, vehicles, and trash must be removed within 90 minutes after the conclusion of the event. Vendors are responsible to remove their own vendor trash (including grease) from the event area. Poly-carts provided are for consumer trash only.

**Health Department Certification:**

Preparing food outside requires specific preparation and storage procedures. Health Department staff will inspect booths during the set-up period to ensure standards are met. Note: Vendors may be subject to a certification fee. For more information or to obtain a certificate application contact:

Liberty County Environmental Health Department  
1113 E Oglethorpe Hwy  
Hinesville, GA 31313  
912.368.5520

Attached is a copy of my  
Health Department Certification

**OR**

Attached is a copy of my Health Department  
Certification application

**Commitment:**

I understand the selection process of food vendors for the Small World Festival and that submission of an application is not an indication of being selected to participate. I understand and agree to the expectations of food vendors and that any changes to the information submitted in this application, must obtain pre-approval. I understand the Small World Festival planning committee is depending on my services to edify the festival events and if selected, I commit to follow through with my obligation to provide food service as outlined in this application. If for any reason I will not be able to fulfill my commitment, I will provide a minimum, 15 days' notice. I further understand that only cancellations made prior to **February 21, 2020** are refundable and that I am responsible for reporting any applicable sales tax.

\_\_\_\_\_ (Please initial)

**Please Read, Sign and Date:**

All authorized vendors participating in the Small World Festival are independent operators and not partners or joint ventures, and shall be individually and severally liable for any loss, personal injury, deaths, and/or any other damages that may occur as a result of the vendor's negligence or that of its employees, agents, and associates. In consideration for being allowed to participate, all vendors agree to indemnify and save Small World Festival, Hinesville Downtown Development Authority, Bryant Commons Joint Management Board, City of Hinesville, Liberty County, affiliates, and volunteers harmless from any loss, costs, damages, and other expenses including attorney's fees, suffered or incurred by Small World Festival by reason of vendor's negligence or intentional misconduct or that of its employees, agents, and associates; provided that the vendor shall not be liable for nor required to indemnify Small World Festival, Hinesville Downtown Development Authority, City of Hinesville, Liberty County, affiliates, and volunteers for any negligence of any of them or that of their servants, agents, employees or associations. I further give approval for HDDA to use photographs and/or video images taken at this event, which might include images of personnel, affiliates, and products, for publicity purposes.

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

Submit completed form and attached information to:  
Mail: Hinesville Downtown Development Authority | 115 E. M.L.King Jr. Drive | Hinesville, GA 31313  
Email: programassistant@hinesvilledowntown.com Fax: 912.877.9132  
Applications may be delivered in person to HDDA's Office located in City Hall on 2<sup>nd</sup> Floor  
For more information contact: HDDA at 912.877.4332

