

**Kiwanis Club of Abingdon's Plumb Alley Day
May 27, 2017 – VENDOR REGISTRATION FORM**

**NOTE: NEW Contact
& New Vendor Fees**

*Please complete & return with check payable to:
Kiwanis Club of Abingdon. P. O. Box 445, Abingdon, VA 24212*

Returning vendors must have application in by April 21 to guarantee a space.
No applications will be accepted after May 15, 2017.

- 2016 Participant New Participant Food Vendor

VENDOR NAME _____

MAILING ADDRESS _____

CITY/STATE _____ ZIP _____

PREFERED PHONE _____ ALTERNATE PHONE _____

EMAIL ADDRESS _____

- Food Vendor: Hotdogs/Sandwiches, Chips, Drinks only- \$65.00 (per space)
 Commercial Food Stands - \$150.00

- Art & Craft Vendor with: Handmade Crafts Arts Antiques
 Other (please describe) _____

**Please mark below the appropriate space size you will need
and pay close attention to the cost of each:**

- 10'x 12' = \$ 65.00
 2 each, 10' x 12's = \$115.00 (limited)
 Commercial Food Vendor = \$150.00

Goods must fit inside the space allotted. If more space is needed, please reserve as necessary. Space assignments will be made as they are received and in accordance with repeat participation. Assignments will be made by MAY 15, 2017. Payment is due upon registration and registration returned without payment will not reserve space. There will be NO REFUNDS for cancellations made after May 15, 2017. There is no "Rain Date" and no refunds made due to weather. NO ELECTRICAL CONNECTIONS ARE PROVIDED. Portable generators must be equipped with muffler systems. If Kiwanis deems the noise is excessive and creates a nuisance to adjacent vendors you will be asked to turn the generator off.

Hold Harmless Agreement

_____ (hereinafter "Contractor/Vendor"), agrees to indemnify and hold harmless Kiwanis International, the Kiwanis Club of Abingdon, and the property owner of contractors/vendor's assigned Plumb Alley space from and against all loses, claims, suits or other legal liability and legal expenses of any nature imposed upon or brought against them by reason of any act or omission of the contractor/vendor or its agents or employees in the course of providing goods or services or otherwise participating as a vendor in the 2017 "Plumb Alley Day" event. If you have questions concerning this application call Robert L. Saunders at (276) 356-8201.

Contractor/ Vendor Signature _____ Date _____

NOTICE TO FOOD VENDORS

FOOD VENDOR APPLICATIONS MUST BE RECEIVED BY APRIL 21, 2017. THIS IS TO ALLOW NEW FOOD VENDORS ADEQUATE TIME TO OBTAIN THE PROPER PERMITS FROM THE HEALTH DEPARTMENT. NO FOOD VENDOR APPLICATIONS WILL NOT BE ACCEPTED AFTER APRIL 21, 2017.

You may be required to obtain a Temporary Food Establishment Permit from the Health Department. Shown below are some of the regulations that apply. You should contact the Washington County VA Health Department if you have any questions about this permit and to apply for a permit. **YOU ARE RESPONSIBLE FOR OBTAINING THIS PERMIT PRIOR TO THE EVENT.** Should you fail to do so you may not be allowed to operate your establishment. The Kiwanis Club of Abingdon accepts no responsibility for your failure to obtain the required permit and should you be required to shut down your establishment by the Department of Health you will not be refunded any fees paid to Kiwanis.

Any questions regarding this procedure should be directed to:

Scott Honaker, Environmental Manager 1
or Daryl McGrady, Environmental Health Specialist
Washington County Health Department
15068 Lee Highway, Suite 1000
Bristol, Virginia 24202
Phone: 276-676-5604
Fax: 276-645-1994

Regulations for Temporary Food Establishments

Administrative Procedures:

A. Permit

1. Persons responsible for the operation of temporary food establishments are required to submit a completed health department application prior to issuance of a temporary food establishment permit. Separate permits are required for each temporary food establishment (12 VAC 5-421-3680).
2. Application forms should be submitted to the health department at least ten days prior to the event (12 VAC 5-421 and 12 VAC 5-421-3670). The state application fee will be \$20.00 for each of the first five (5) applications submitted during the calendar year (January 1st through December 31st). After five (5) fees are paid (\$100.00), no additional fees are required for the remainder of the calendar year. If a fee(s) has been paid in a different health district the applicant must provide a copy of their receipt to verify payment.
3. A health department permit is not transferable to another party and shall be posted in the facility. A permit is valid only for the specified date, time, and location (12 VAC 5-421-3750-60).
4. Food to be sold or served should be approved in advance by the local health department and shall be in compliance with the requirements set forth in Part A of the Standards section of this policy. Only those food items listed on the application and approved by the local health department may be sold or served.
5. Temporary food establishments shall not operate until a permit is issued (12 VAC 5-421-3660).
6. Local health departments have discretion to issue temporary food permits prior to conducting an opening inspection based on the foods being served (i.e., no potentially hazardous foods or low hazard foods such as hot dogs) and the inspection history of the vendor from previous operations.