



# For the Love of Pets Benefit Festival

## Food Vendors

---

This community festival benefits local shelters and rescues throughout Central Oregon – 100% of funds raised at the festival are donated back to these nonprofits. The festival is free, family-friendly (both two- and four-legged) and includes an IPA tasting, music, delicious food, dozens of vendors and adoptable animals galore. For the Love of Pets aims to build a stronger community by bringing people together through a shared love of pets.

### **Food Vendor Basics**

- Cost of 10x10 booth space (equipment not provided) is a minimum \$50 donation or silent auction/raffle item worth \$50 or more.
- A \$10 late fee is incurred for any vendors that sign-up after the application deadline of Wednesday, July 1, 2020. This late fee can not be paid in-kind.
- Food vendors are required to participate in the “Fare for Felines” campaign. This requires the vendor to choose one item offered that \$1 of each sale at the festival will go back to *For the Love of Pets*.
- Dumpster and one water source on-site. Electricity is limited at this event. As a result, generators are welcome.
- Vendors must provide own equipment (e.g. canopies, table and chairs) and a minimum of one trash can at their station for the public to use. Contents can be emptied into the assigned on-site dumpster.
- Vendors are responsible for leaving the area in the same condition they found it.
- Packets detailing set-up times, parking, etc. will be sent to vendors no less than two weeks prior to the event.

### **Contact information**

Raelyn Cichosz	Event Coordinator
Phone:	(541) 279-3005
Email:	FLPBenefit@gmail.com
Mailing address:	2939 N.W. 9 <sup>th</sup> Lane Redmond, OR 97756

### **WHERE:**

American Legion Park  
850 S.W. Rimrock Way  
Redmond, OR 97756

### **WHEN:**

Saturday, July 18, 2020 11 a.m.-5 p.m.

### **SET-UP:**

Day of event from 7-10:30 a.m.

*All vehicles must be moved to the assigned locations by 10:30 a.m. Specific set times and parking locations will be assigned no later than July 6, 2019.*

### **WEATHER:**

The festival will not be canceled due to rain. This is an outdoor event and as such, vendors and booths need to be prepared for all types of weather.

**VENDOR SPACE:**

Booth space is limited to a single 10x10 space (including tent, wires, poles, etc.). Come prepared for all types of weather – booth must be secured in case of windy conditions. Larger spaces and/or carts can be accommodated with adequate notice and an additional fee. If doing business out of a truck or trailer, the dimensions need to be included on the application. Signage and some items can be adjusted outside of this 10x10 space once all vendors have loaded in.

**ELECTRICITY:**

Electricity is limited at this event, so generators are welcome. If unable to supply generator but would like electricity provided to booth, please specify this in the application. We are able to accommodate some electrical needs provided the vendor only needs a standard outlet and is able to bring the necessary extension cords. A fee may be incurred if outside equipment is needed.

**REQUIREMENTS:**

The exhibitor will be responsible to remain open during the entire event. Vacating early can create a hazardous environment for other vendors and attendees. All tripping hazards, such as any cords or wires, must be secured. Booths must be secured with cinder blocks, weights or water barrels – stakes are not allowed in Redmond parks. Exhibitors are responsible for setting up, maintaining and removing their booth, merchandise and trash. Trash can be disposed of in the designated dumpster. Any ice must be disposed of in tree wells and not on the grass, which causes damage.

**FARE FOR FELINES (requirement for food vendors):**

Vendors can choose any one of their products that will be available at the festival that \$1 of each sale will go back to *For the Love of Pets* to be split among the beneficiaries. Vendors are allowed to increase the cost of this item to accommodate the requirement without cutting into their bottom line. For example, if a taco truck normally charges \$4 for a fish taco, the vendor can choose to increase the cost to \$5 and theme it around the event, such as “You’ve got to be Kitten me good taco.”

Vendors are allowed to advertise this contribution to increase sales and/or to rationalize a potential increase in cost to the consumer. To continue with the example, “You’ve got to be Kitten me good taco” is the only option that has to be given to consumers to contribute back to the event – all other items can be sold as seen fit by the vendor for 100% profit.

Items that are included in the “Fare for Felines” campaign will be advertised at the information booth as well as online.

**DEADLINE:**

Forms must be returned and payment made by July 1, 2020 to be included in the event. Late applications will incur a late fee of \$10.

Priority for booth locations will be given to earliest confirmed vendors. Additionally, custom accommodations can be requested for early confirmations.

**PAYMENT (non-refundable once confirmed for event):**

Includes a 10x10 space – this includes room to place any equipment and signage. Generators do not have to be included in this space if an early request is made.

**By Check (minimum \$50)**

Please make checks out to *For the Love of Pets*. If certain items are needed to confirm payment, such as an invoice, please email [FLPBenefit@gmail.com](mailto:FLPBenefit@gmail.com).

Checks can be mailed to the below address:

For the Love of Pets  
Attn: Raelyn Cichosz  
2939 N.W. 9<sup>th</sup> Lane  
Redmond, OR 97756

**By Cash or Silent Auction Item (minimum \$50 donation and/or item worth at least \$50)**

Cash or items can either be mailed to the above address or drop-off arranged. To arrange a drop-off time, please email Raelyn at [FLPBenefit@gmail.com](mailto:FLPBenefit@gmail.com).

***Card payments are not accepted.***

## FOR THE LOVE OF PETS BENEFIT FESTIVAL FOOD VENDOR APPLICATION

Business Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Street or P.O. Box: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_  
Email address: \_\_\_\_\_

Amount of time needed for set-up: \_\_\_\_\_ Trailer dimensions(if applicable): \_\_\_\_\_

Supplying own generator? ☐ YES ☐ NO

Do you need electricity provided to the booth? ☐ YES ☐ NO

### **Proposed menu offerings**

List items intended for sale at event. Although items can change, be specific – the aim is to ensure vendors don't have duplicate items.

1	\$
2	\$
3	\$

What item is being offered as part of the "Fare for Felines" campaign (please include the name to be advertised)? \_\_\_\_\_

**Reminder:** Food vendors are strictly prohibited from selling alcoholic beverages.

### **CONDITIONS**

1. All locations will be assigned.
2. Vendor parking is provided in designated areas only with the exception of load-in and load-out times.
3. Food vendors are required to participate in "Fare for Felines."
4. Vendors are responsible for leaving the area in the same condition they found it.
5. Payment, arrangement of payment or proof of nonprofit status is due with the application. All fees are non-refundable.

For the Love of Pets and/or its affiliates will not be held responsible for any liability; lost, stolen or damaged merchandise; or any injury incurred during the For the Love of Pets Benefit Festival.

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

***Thank you for your support!***