

# 2021 Green River Festival

## Food/Beverage Vendor Information & Application

*We are creating a variety of new eating spaces for food/bev vendors and festival goers alike, so are looking for vendors who will work together to offer a healthy balance of offerings and great customer service. Food trucks, tented vendors, hybrid and roving vendors as well — w/an emphasis on delicious locally sourced, farm-to-festival fare!*

DATES: Friday, Saturday & Sunday, August 27-29, 2021

LOCATION: Franklin County Fairgrounds, Greenfield, MA

GATES OPEN: Friday: 3-10:30pm  
Saturday: 11 am to 11pm  
Sunday: 11 am to 8pm

SET UP: Thursday, August 26th – more specifics to follow

WEEKEND FEE: **\$650-\$950, depending on size**, for all three days

Includes: \* 10' x 20' tented/truck SPACE \* Convenient PARKING on-site  
\* 6 weekend laminated passes + special rates on camping  
\* ACCESS to electricity + water, trash/compost/recycling  
\* ICE DELIVERY; ice extra

### APPLICATION TIMETABLE:

Next Steps: \* Read through Info Sheet and Policies and Procedures. Stay tuned for updated Food Vendor A to Z Tool Kit.  
\* Please complete, sign, and return 2 pg. application + agreement to us by **May 1st with \$25 application fee, paid via Paypal**. *If you applied last year, this fee will be waived.*

Notification: \* We reserve the right to coordinate non-duplication.  
\* We will notify you by May 15th via email.  
\* **Once accepted as a vendor, a \$300 deposit paid via Paypal will be required by June 1st to secure your spot.**

*Be in touch with questions: Liz Gardner / [foodvendorsgrf@signaturesounds.com](mailto:foodvendorsgrf@signaturesounds.com)*

## 2021 Food Vendor Policies and Procedures:

*Liz will be communicating with you regularly about policies and protocols.*

- ❑ **Beverages:** We ask that you do not sell any bottled water, alcoholic beverages, or beverages in glass bottles. Thanks.
- ❑ **Electricity:** We will supply you with up to one 20-amp Edison quad. Anything larger may require an additional charge.
- ❑ **Environmental Impact:** We strive for a zero-trash event. Thank you for using ONLY BPI-certified compostables, & keeping trash, recycle, and compost barrels as tidy as possible. Please cart out and dispose of your **gray water**.
- ❑ **Festival Hours:** Friday: 3-11pm; Saturday: 11 am to 11pm; Sunday: 11 am to 8pm. Vendors will need to be packed/cleaned up and moved by midnight Sunday.
- ❑ **Inspections:** All food vendors MUST be compliant with local guidelines for food/fire safety, have their vendor permits and stay with their food booth/truck during inspections the morning of Friday, August 27th.
- ❑ **Insurance:** All vendors must present proof of insurance including Green River Festival as a rider. Please list GRF on your policy as “additionally insured.”
- ❑ **MA State Sales Tax:** 6.25% MA State Sales Tax is the vendor’s responsibility. A copy of your valid MA sales tax certificate is required with your application.
- ❑ **Parking:** Your parking pass entitles you to convenient vendor parking in a nearby lot, with space and electricity for storage vehicles. Vendors should arrive well before the gates open each day to enter with their vendor IDs before long lines form.
- ❑ **Safety and Permits:** All food vendors MUST be compliant with local guidelines and state regulations for food and fire safety. Vendors are responsible for getting permits from the Town of Greenfield. A copy of your ServSafe certificate must be sent to us after you have been accepted and before you can set up your booth. Additional information will be provided upon acceptance.
- ❑ **Security:** There is limited overnight security and Green River Festival LLC assumes no responsibility for damages, loss or theft to any individual’s property.
- ❑ **Subletting:** There is no subletting of space allowed.
- ❑ **Uncertainty:** Given the uncertainty of these times, we reserve the right to cancel or postpone the festival or make modifications accordingly.
- ❑ **Water:** Access to water will be provided.
- ❑ **Weather:** The festival goes on, rain or shine; prepare for anything and everything. Tents must be weighted for wind resistance.

# Food Vendor Application ~ Green River Festival 2021

PLEASE SNAIL MAIL THE FOLLOWING by May 1st to **Green River Festival Food Vendors % Signature Sounds, 32 Masonic Street, Northampton, MA 01060** OR SCAN + EMAIL TO **foodvendorsgrf@signaturesounds.com**:

- ★ Completed and Signed Application/Agreement (2 pgs)
- ★ Updated info about your Tent/Truck/Set Up (footprint, set up, photos)
- ★ Submit \$25 via [paypal.me/grf17](https://www.paypal.me/grf17)

Business Name: \_\_\_\_\_

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

Mailing address: \_\_\_\_\_

Website/socials \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ on site phone/contact: \_\_\_\_\_

Business license number: \_\_\_\_\_ Serve Safe certified: \_\_\_\_\_

Have you been a food vendor at GRF before? If so, when? \_\_\_\_\_

★ If not, please provide us with the name of two prior festival/event references

1. Name \_\_\_\_\_ email/phone \_\_\_\_\_  
Event/Festival \_\_\_\_\_

2. Name \_\_\_\_\_ email/phone \_\_\_\_\_  
Event/Festival \_\_\_\_\_

FEES: 10' x 20' footprint \$950 \_\_\_\_\_ Smaller footprint / roving \$650 \_\_\_\_\_  
(late fee if submitted after May 1st — add \$100)

**Once accepted, I understand that vendor fees are non-refundable, unless in the event of cancellation. I have read the vendor policies and procedures (agreement) and agree to adhere to them.** (Please print name, sign, and date):

I, \_\_\_\_\_

**PLEASE NOTE that this contract is null and void if local and state regulations do not allow for this type of event by AUGUST 1.**

**MENU SUBMISSION:** We strive to provide a balance of foods throughout the festival, and will be coordinating to optimize this. We hope you'll consider sourcing ingredients from local farms, growers, and suppliers. Please prioritize safety when choosing menu items, set up, protocols, etc. Please fill out your menu choices below, or attach a separate menu. Each vendor should have 4-10 selections. Portions should be adjusted to allow menu items in the \$7-12 range. If you have gluten-free, vegan, etc options, please include in the notes.

Menu Item	Ingredients	Portion	Price	Notes
ex. grass-fed burgers	100% ground beef, choice of bun & toppings, chips	8 oz.	\$5.00	local beef, local farm toppings

### DESCRIBE YOUR BOOTH:

Please provide measurements in feet of your total footprint:

Truck/trailer \_\_\_\_\_ Tent \_\_\_\_\_

Roving \_\_\_\_\_ Other (Please specify)

\_\_\_\_\_

If using a trailer, please circle the orientation when viewed from the customer side.

<<-----< Tongue on Left side; Service window on this side

Tongue on Right side >----->>; Service window on this side

Any special requirements? \_\_\_\_\_

**Thank you!**