



Payson Golden Onion Days 2018

“Experience the Many Layers of Payson”
Food Booth Application
Friday, August 31st - Monday, September 3rd

Dear Applicant,

The Payson Golden Onion Days Executive Committee would like to thank you for your interest in participating in Utah’s Largest Labor Day celebration. The year 2018 marks its 89th year of celebration. We are looking forward to a wide variety of good food options. All applicants must have their food items approved by the Onion Days Executive Committee.

Please note the following:

- **Three-day commitment.** Onion Days is Friday, August 31 thru Monday September 3, 2018. Sunday September 2nd is optional.
- **Deadlines.** Applications will be accepted until **June 7, 2018**. The Onion Days Executive Committee will then evaluate every application and notify the approved applicants. Acceptance letters will be sent out by June 21, 2018.
- **Onion Days Executive Committee** reserves the right to reject any application for any reason.
- **Food Items Not to be sold:** Corn Dogs, Candied Apples, and Cotton Candy.
- **More** than one person can share a booth space, but only the applicant may check in with a photo ID. (If you are sharing a booth space, please do not submit two applications.)
- **Requests** for specific booth space or shade space will not be accepted.
- **There will be no security provided for your booth.** Please bring at least two people with you for security with your booth. Sleeping in your booth is allowed for this event. Please note that there are no showers on the park grounds.
- **Refund for approved vendors who cancel** on or before will be 50% off the applications fee. No refund for cancellations after July 26, 2018.

Set-up Information:

For safety reasons, vehicles will only be allowed in the park **only** during the following hours:

- Friday, August 31st between 7:00 a.m. and 1:00 p.m.
- Monday, September 3rd after 9:00 p.m. **No Vehicles will be allowed in the Park before 9:00 p.m.**

This rule will be **firmly** enforced. Parking around Memorial Park is for our customers. All vendors will be asked to move their vehicles off park property by 1:00 p.m. on Friday August 31st.

There are a limited number of booths available. **Completed applications with fees must be postmarked by June 7, 2018.** Onion Days Executive Committee will assign booth spaces and electrical outlets and notify applicants via mail or email. Applications received after June 8, 2017, or until we have filled booths, will be placed on a waiting list. Waiting list applicants will be notified via phone if an opening becomes available. Please retain a copy of the application for your records.

Applicant Signature: _____ **Date:** _____

Rules & Regulations:

1. I agree to sell only the merchandise indicated on the application. I understand that submitting an application does not guarantee me space in Payson Onion Days.
2. All products must be approved by the Onion Days Executive Committee. Payson City Onion Days Executive Committee reserves the right to disallow any item that is not in keeping with the standards of Payson City Onion Days. ***No selling Corn Dogs, Candied Apples, or Cotton Candy.***
3. Deadline for applications is June 7, 2018.
4. A booth space is uncovered space on the grass. Vendors are required to provide their own booth structure, tarps, tables, chairs, etc. **Displays must be confined to the booth space**, and not encroach on the walkways or the spaces to the side or rear of the booth. Booth spaces are assigned by the Onion Days Executive Committee. Assignments must be adhered to and are not transferable. All sales must take place from your assigned booth space. No roving sales are permitted.
5. Canopy tents are required. **A HARD SURFACE MUST BE PUT DOWN ON THE WHOLE FLOOR OF YOUR BOOTH SPACE.**
6. Vendors must have **a fire extinguisher with a current tag in their booth at all times.**
7. Vendors are responsible for the setting up and taking down of their own booths. Vendors are responsible to remove trash and debris each day, putting it in the large dumpsters that are provided on the North side. Citations will be issued to those who leave debris, and such citations will be grounds for immediate expulsion.
- 8.

VENDOR SCHEDULE		
DATE	DAY	TIME
31-August-2018	Friday	4:00 pm to 10:00 pm
1-September 2018	Saturday	10:00 am to 10:00 pm
2-September-2018	Sunday (optional)	12:00 pm to 10:00 pm
3-September-2018	Monday	10:00 am to 9:00 pm

9. If you require electricity, you must provide all electrical cords.
10. **A temporary food permit is required. Permits can be obtained at Utah County Health Department.**
11. **Vendors are required to comply with the Utah State Tax regulations. The Tax commission will provide tax packets for each vendor at check-in.** We will provide tax forms, but it is your responsibility to collect sales tax and return it to the state. We are required by the state to provide the names, addresses, social security numbers and tax numbers for each vendor.
12. Payson City Onion Days is not dependent on weather. Fees will not be refunded in the event of rain or winds. Each vendor is responsible for any damages to or from your booth and/or product.
13. Signage can be used, but cannot obstruct any other vendor's booth and cannot be in the walk way. It is suggested that you mount your signage on your canopy on the front of your booth.
14. Payson City Ordinance prohibits pets on Memorial Park property.
15. Will you have an ADA recognized service animal with you? Yes _____ or No _____ (A service animal means any animal that is individually trained to do work or perform tasks for the benefit of an individual with a disability.) If you marked yes, what work or task has your animal been trained to provide? (Emotional support animals, comfort animals, and therapy dogs are not service animals under Title II and Title III of the ADA.)

16. Vendors operate at their own risk and assume all liability for their products and services.
17. Unless you instruct us otherwise, your name may be released to other events that ask us for a list of our vendors.
18. PAYSON CITY ONION DAYS, PAYSON CITY, OR ONION DAYS EXECUTIVE COMMITTEE, WILL NOT BE LIABLE FOR ANY INJURY OR ACCIDENTS OR DAMAGE TO ITEMS DURING THE EVENT. WE WILL NOT BE RESPONSIBLE FOR ANY COPYRIGHT INFRINGEMENTS, SHOPLIFTING, CONSUMER SAFETY OR OTHER LEGAL VIOLATIONS WHICH MAY OCCUR WITH REGARDS TO PRODUCTS, PERSON, BOOTH HELP OR FAMILY MEMBERS. Each Vendor is responsible for their security at night.
19. I have carefully read the above Rules & Regulations and agree to abide by them.

Applicant Signature: _____

Date: _____

Name: _____ Business: _____

Address: _____ City: _____ State/Zip: _____

Phone: _____ E-Mail: _____

Detailed description of food: _____

Booth Size: 10' x 10' \$250.00 _____ 20' x 10' \$350.00 _____

Is Water needed to operate Food Booth? _____

First Applicant Signature: _____ Date: _____

Tax ID #: _____ or SSN #: _____

If Applicable:

Second Applicant Signature: _____ Date: _____

Tax ID #: _____ or SSN #: _____

Application and Rules & Regulations must be completed with fee and postmarked by June 7, 2018.

Make a copy of the application for your records.

Make Checks Payable to Payson City

Send a completed application to:

Payson Onion Days
Food Booth Application
439 W. Utah Avenue
Payson, Utah 84651

For questions, contact Janeen Dean Community Events Coordinator: 801-358-3357 or events@payson.org