



Presented By The Radford Humane Society at Bisset Park

Food Vendor Application Form

Event Information: This is the 8th annual benefit concert for the Radford Humane Society. All proceeds go to support the Radford Humane Society's Emergency Fund, Spay/Neuter Program, and Building Fund.

Bisset Park is a beautiful setting for a relaxing afternoon of great music and family fun!

Vendor Application Process: Please complete the application and return it to the address listed below. Once the application has been received and approved, you will be contacted.

Payment is due at time of application. Applications and payment are due by September 1, 2019.

Make checks payable to **Radford Humane Society**. Please write **RHS Concert** on the memo line. Please mail applications and checks to :

Radford Humane Society

P.O. Box 581

Radford, VA 24143

****Applications must be received by September 1, 2019****



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Policies and Procedures:

1. Each space measures **15'x20'** and rents for **\$75 per space**. There is also a **\$5 One Day Business License** required by the city of Radford, if you do not have a city business license. Assignments will be made by the RHS Concert Committee. If you require more than 20 feet, you will need to rent 2 spaces.
2. All vendors should be set up by 11am and expect to stay until 6pm.
3. The Radford Humane Society and City of Radford cannot assume liability for loss, damage or injury.
4. The Radford Humane Society reserves the right to reject applications, in which case, payment will be refunded.
5. No refunds will be given after September 14, 2019.
6. The completed and signed application shall constitute the agreement to comply with all listed conditions.
7. Food vendors must comply with Virginia Health Department regulations: 1 - complete and attach the "Temporary Event Application" form. 2- If you have a mobile unit or annual permit, please attach a copy. 3 – If you don't have a current permit, submit a check for **\$40** made payable to Radford City Health Department with your application. **Return all information by September 1, 2019** to:

Radford Humane Society

P.O. Box 581

Radford, VA 24141

8. Electrical service will be available on a first come first serve basis. There is an **additional \$15 fee to the Food Vendor Fee**. Please be sure to request electricity on your application. **If not requested and paid for, you will absolutely NOT be provided with electrical service. Extension cords will not be provided.** Vendors must bring their own extension cords.



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Name: _____

Address: _____

Phone: _____ Home _____ Cell _____

Email: _____

Name of Business: _____

Social media pages or links: _____

Type of Food: _____

Truck _____ Trailer _____ Booth _____

Electricity—\$15 additional fee (must provide own extension cord): ___ Yes ___ No

Signature: _____ Date: _____

*****Virginia Department of Health “Temporary Event Form” must accompany this application. Also send a copy of mobile unit/annual permit or \$40 check to Radford City Health Department.*****

Food vendor 15'x20' space(s) required: # _____ @ \$75 each \$ _____

Radford City One Day Business License \$5.00 \$ _____

I have included Health Dept. application and copy of permit or fee _____ yes

Electricity hook up needed @ \$15 \$ _____