



SMITHFIELD OLDEN DAYS, June 30, 2012
Food Vendor Application

Smithfield Olden Days will be held on June 30th 10:00 am - 4:00 pm in Historic Downtown Smithfield. This is a wonderful family event free to the public. We have something for the entire community; art, crafters, children's area. *Kids Bike and Pet Parade*, car show, homemade raft race, beer garden, music and so much more. Vendors and exhibitors are an important part of our festival and we value your participation in our events.

Please read the vendor application information, including dates and times of Smithfield Olden Days. If you are interested in participating, please fill out the application and mail it with a check to the address below. **The application deadline is June 1, 2012. All approved applicants receive either written or electronic mail notification.** If you have sent an application and have not heard from us it is your responsibility to contact us. Your application may have been lost in the mail and we would have no way of knowing you sent it in to Tourism.

We look forward to working with you on what will be a great family event. If you have any questions, please feel free to send me an email at Terry.Rhinier@iwus.net or give me a call at 757-357-2214.

All food and beverage vendors MUST have a Health Department Certificate.
Contact Stacey Galuffo the IOW Health Department 757-357-7242.

Fee: \$50.00 Make checks payable to:
Isle of Wight County
Mail To:
Terry Rhinier
C/o Smithfield & IOW Tourism
319 Main Street
Smithfield, VA 23430

Rules & Regulations

1. All booths will be outside. Vendors must provide their own tents, tables, chairs and any items needed for their booth. **Electricity is not available.** Space size is approximately 100 Square feet but we will work with all food trailers. Please note the street is not level, no vehicles are allowed on the sidewalk.
2. We will need a copy of your insurance, Health Department Certificate, and Tax I.D.
3. **Set up begins at 7:00 on Saturday and breakdown starts at 4:00 pm. Please Enter Main Street from Church Street and Exit on Underwood Street. DO NOT BLOCK MAIN**

STREET WITH YOUR VEHICLE AT ANY TIME. All vehicles must be off of Main Street by 9:30 am on Saturday.

4. There are a limited number of spaces for this event. No reservation for space without this **COMPLETED FORM**. Get your reservation in early.
5. Booths must be manned at all times during the festival. June 23, 2012, 10:00 am - 5:00 pm.
6. We reserve the right to refuse anyone.
7. No Crafters or artists are permitted to sell food.
8. We do not have a rain date for this event. Non-refundable application fee unless the event is canceled due to extreme weather conditions.
9. If you are interested in renting a tent, table or chairs we recommend S & B Tents, Skip Sharpley, 357-2566.
10. After we receive your check and menu we will send you the health department food vendor application.
11. **Clean-Up** Exhibitors and Food Vendors are required to leave their areas clean after displays are removed.
12. Please see 3rd page for application, keep this top portion for your records.

PLEASE RETAIN THIS SHEET OF INFORMATION FOR YOUR REFERENCE.

Thank you!

SMITHFIELD OLDEN DAYS FESTIVAL, JUNE 30, 2012

Food Vendor Registration Form

Name of Applicant/Contact Person: _____

Name of Business _____

Email: _____

Address: _____

Town: _____ State: _____ Zip: _____

Telephone Number: _____ Daytime: _____ Cell: _____

Tax ID #: _____ Size of Space required _____

Food/Drinks items you will be selling: (or copy of your menu) _____

Consent to use photographs: Stating further, I authorize Smithfield Olden Days and Smithfield & Isle of Wight Tourism CVB and its departments to take photographs, audio and video recordings of me and/or my booth at any attraction, facility, park, or event for publications used in promoting Olden Days
Applicant Signature

Fee: \$50.00 Make checks payable to: IOW (Isle of Wight County)

Mail to:

c/o Terry Rhinier
Smithfield & IOW Tourism
319 Main Street
Smithfield, VA 23430

Contact: Terry Thompson Rhinier, Special Events Coordinator

Smithfield & Isle of Wight Convention and Visitors Bureau

Terry.Rhinier@iwus.net

www.visitsmithfieldisleofwightus.net

Phone 757-357-2214

Fax 757-365-4360

For Office use only: _____

Received by

Date received

**IOW COUNTY AND THE TOWN OF SMITHFIELD DOES NOT ASSUME LIABILITY FOR THIS EVENT.
WE REFUSE THE RIGHT TO REFUSE ANYONE!**