How to Participate in TasteFest

To participate in the Omaha Summer Arts Festival (OSAF) TasteFest complete and return the enclosed registration form with a space registration fee check in the amount of $300 made payable to the Omaha Summer Arts Festival, Inc.

Space is limited to a maximum of 16 vendors and a limited number of snack items. The Festival Committee will select participants in the following order of preference:
1. Restaurants, bakeries, delicatessens and caterers from the Omaha area.
2. Restaurants, bakeries, delicatessens and caterers from outside the Omaha area.
3. Individual concessionaires offering unique specialty items.

Menu variety and presentation are also important factors in the selection of vendors. The Festival cannot guarantee exclusivity, but will make every attempt to avoid duplication of menu items. Should your application be denied, your $300 space registration fee will be returned.

Beverage Policy

Vendors are allowed to purchase and sell any brand of prepackaged/ brewed/prepared beverage on-site at the Festival, with the exception of Lemonade and Smoothies, which are considered exclusive to the Festival and its select vendor.

All beverages sold on-site must be priced at $2 or more regardless of size or type. No glass containers may be distributed to the public on-site at the Festival.

Deadlines

The deadline to submit applications and space fee deposits is March 16, 2018. Because space is limited, return your completed registration form and deposit as early as possible. Spaces will be assigned according to the selection criteria listed above.

Deadline to apply - on or before March 16
Notification by – March 26
Balance of fees, rentals and electrical forms due - April 27
Health Department Application approval - May 2

Questions?

If you need additional information about OSAF or the TasteFest, contact Kristen Beck at 402-345-5401 ext. 115 or kbeck@vgagroup.com.
The mailing address for OSAF is:
P.O. Box 31036, Omaha, NE 68131-0036.

Key Rules and Regulations

- Professionally prepared signage identifying each vendor booth, as well as a menu board, will be prepared and paid for by OSAF.
- Signs and menu boards may not be altered during the Festival. No additional signage will be allowed; however, limited customized decor is permissible, if it is approved, in advance of the Festival.
- Vendors must keep the area directly in front of each booth clear of merchandise. Up to three feet of space at the rear of the booth may be used for storage. This will be strictly enforced to maintain the aesthetics of the event. The Festival may elect to place panels of fencing to the sides of the booth, to maintain an attractive appearance.
- Food vendors will use their assigned space only for the purpose of selling menu items described and identified in the Festival agreement.
- A $250 damage deposit is required for each space. This check, payable to the Omaha Summer Arts Festival, is due no later than April 27, 2018, and will be held until after the Festival and not deposited unless there is a clean-up or property damage claim.
- All TasteFest participants are required to provide current proof of insurance naming the Omaha Summer Arts Festival as an additional insured. Insurance must be for a minimum of $1,000,000 per occurrence/$2,000,000 general aggregate.

Participants must meet all health department regulations and purchase a Douglas County Health Permit. A copy of the Douglas County Temporary Food Service Requirements is included with this form. All OSAF TasteFest vendors are responsible for securing their own Health Department permit.

Health Department

If you have questions about the Douglas County Health Department rules and regulations, call them directly at (402) 444-7480.

If you are chosen to participate in this year’s TasteFest:
- All vendors must present a professional appearance and abide by all rules and regulations; failure to do this may result in not being invited back to the show in future years. In addition, if you are asked to correct a problem during the Festival and do not do so within three hours of notification, you may be asked to leave the show and will forfeit all fees paid.
- On-site electrical service is available for an additional fee. An electrical request form must be submitted no later than April 27. If no form is received, you will not have electrical service. Only the items listed on your electricity request form may be plugged in, and you must use only the outlets you pay for.
- All participants are required to use the OSAF electrician. No generators are allowed on the Festival grounds.
APPLICATION FOR SPACE (Please Print)

Contact Person: ____________________________  Day Phone: (   ) __________________

Email: ____________________________  Cell Phone: (   ) __________________

Title: ____________________________

Restaurant/Company Name: ____________________________

Address: ______________________________________________

City: ____________________________  State: _______  Zip: __________

Exact wording of restaurant/company name for use on booth signage and festival program (Please print):

_______________________________________________________

MENU ITEMS

Indicate your complete menu below. You may not change or add menu at the Festival.

Menu items will be approved by the OSAF committee before the Festival.

All priced must include sales tax and may not be changed during the event.

1. ____________________________  Price: ______________

2. ____________________________  Price: ______________

3. ____________________________  Price: ______________

4. ____________________________  Price: ______________

5. ____________________________  Price: ______________

6. ____________________________  Price: ______________

7. ____________________________  Price: ______________

8. ____________________________  Price: ______________

Please attach an additional sheet if necessary.

☐ Please check this box if you wish to grill at this event.

Read and Sign the Following: I understand that the Omaha Summer Arts Festival, Inc. (the "Summer Arts Festival") is not responsible for any loss or damage to property owned, displayed or sold by the registrants of the Summer Arts Festival or any injury resulting to others, and agree to hold the Summer Arts Festival harmless from any such claims for damage, loss or injury arising out of my participation in the Summer Arts Festival. I agree to abide by the terms and conditions set forth on the cover pages to this registration and established from time to time by the Summer Arts Festival, and further understand that failure to do so may result in the loss of my space at the Summer Arts Festival, forfeiture of my registration fee, and liability for any actual or consequential damages.

Authorized Signature and Title ____________________________  Date ____________________________

COMPLETE THE BOOTH SPACE FORM
Booth Space

To apply for a space in the 2018 Taste Fest an initial payment must be received by **Friday, March 16, 2018**. You may choose to pay a registration deposit of $300 or pay the full amount of $1,200 at this time. If you choose to pay the deposit amount of $300 the remaining balance of $900 will be due on or before Friday, April 27, 2018. A separate damage deposit check of $250 must also be included with your payment, this check will not be cashed and will be returned to you at the end of the Festival if no damages are accrued.

**FULL SPACE FEE** --------------------------$1,200 per booth
Fee includes rental, set-up and tear-down of a 10’x10’ food booth, with a 3’ storage space between the booth and the curb, and approximately 3-5’ between booths.

**SPACE FEE DEPOSIT** ------------------------$300 per booth
Minimum payment.

**DAMAGE DEPOSIT** --------------------------$250 per booth
This should be sent as a separate check made out to the Omaha Summer Arts Festival. This check will not be cashed unless your booth space is damaged.

**PAYMENTS**

_____ I am enclosing full payment of $1,200 (per booth)

OR

_____ I am enclosing a $300 registration deposit (per booth)

AND

_____ I am enclosing a $250 damage deposit as a separate check (per booth)

$______ TOTAL ENCLOSED

**MAKE CHECKS PAYABLE TO:** Omaha Summer Arts Festival, Inc.
**MAIL TO:** Omaha Summer Arts Festival P.O. Box 31036 Omaha, NE 68131-0036
**QUESTIONS:** Call Kristen Beck, TasteFest Coordinator
(402) 345-5401 ext. 115 or email kbeck@vgagroup.com