



THE 17TH ANNUAL
 Downtown (Small-Town) Chili Cook-off &
 Fall Fest

FOOD VENDOR
 Application & Participant Agreement

Sat. Oct. 14, 2023
 10:00 a.m.- 4:00 p.m.
 Town Park In Madison Ga.

APPLICATION DEADLINE SEP. 29, '23

Thanks for your interest in participating in Madison's 17th Annual Downtown Chili Cook-off. The application-deadline for food vendors is **Sept. 29, 2023**. Spaces are limited and available on a first-come, first-served basis. We will notify you immediately via email if we have any problems with your application. If you are not accepted your money will be promptly returned to you by the City of Madison. We will not consider your application if it is not complete or if we receive it after the deadline. A complete application includes all the information requested below, including photos of items you plan to sell and your booth set-up, plus payment (make checks payable to City of Madison). **NOTE NEW HEALTH DEPARTMENT REQUIREMENTS.**

Business Name: _____ Contact Name: _____

Street, City, State, & Zip: _____

Contact Mobile (or best number): _____ Email: _____

FOOD MENU ITEMS (ALL ITEMS MUST BE LISTED TO SELL, IF NECESSARY ATTACH LIST OF ADDITIONAL ITEMS)

1) _____ \$ _____	6) _____ \$ _____
2) _____ \$ _____	7) _____ \$ _____
3) _____ \$ _____	8) _____ \$ _____
4) _____ \$ _____	9) _____ \$ _____
5) _____ \$ _____	10) _____ \$ _____

ATTACH PHOTOS OF FOOD BOOTH SET-UP AND PRODUCTS

A thoughtfully designed food booth combines smart planning and **visual appeal**. Its purpose is to draw customers to your booth, and allow you to make the most profit out of a small sales space. All food vendors are placed on Second Street just outside of

Town Park. Signs are set up within the park to direct attendees to the food area. The selection of vendors is based solely on submitted photos. Food vendors are required to include photos of products, plus a photo of the booth set-up.

FEES

The fee to participate is \$125 for a 10 ft x 10 ft space, or \$150 for a 10 ft x 20 ft space. This amount is due with your application. A limited number of spaces that are accessible to 120V electricity are available for an additional \$25. Make all checks payable to the City of Madison

TENT REQUIREMENTS

Tents are mandatory for all food vendors without a food cart; we prefer a white pop-up style tent for use in and around Town Park. Vendors are responsible for their entire display: tent, tables, chairs, tablecloths, extension cords, etc. This includes hauling and setting up your display. All tents in and around Town Park must be secured with weights for safety in wind conditions. A good quality, securely weighted tent will ensure your tent does not take off and damage your inventory, the inventory of vendors near you, or injure someone at the show. We require a hanging weight to be suspended from each tent corner.

REGISTRATION & BREAKDOWN NOTES

Load-in for food vendors takes place on Saturday (10/14) from 7:00-9:30 a.m. Breakdown should not begin prior to 4:00 p.m. Early breakdown is not permitted unless approved in advance by the organizers.

REFUNDS

If you are not accepted your fee will be promptly returned to you by the City of Madison. The Madison Downtown Chili Cook-off is a rain or shine event. If for some reason the event were canceled (severe weather or conditions beyond the control of Main Street), your fee will not be refunded.

ATTACH A COPY OF PERMITS WHEN APPLYING

All food vendors must abide by Health Department regulations in the county where their Mobile Base of Operations exists. When applying attach a copy of your Mobile Food Unit Permit and Mobile Establishment Permit. If you do not have a Mobile Food Unit Permit you must apply for a Temporary Food Service permit for the Downtown Chili Cook-off & Fall Fest from Lynette Knight at the Morgan County Health Department, (706) 752-1266. All permits must be posted on your tent/vehicle during the festival. Main Street reserves the right to turn away any food vendor that does not display the required documents in plain sight. Portalets will be provided on Second St.

CLEAN UP

Vendors agree to keep their booth area neat and clean throughout the day. A dumpster will be provided on Second St. to help manage the trash. Food vendors should never use street cans for their garbage, either use the provided dumpster, or haul away your own garbage. Vendors agree to leave their booth area completely free of trash at the end of festival. Under no circumstances is grease to be disposed of in street or any other city containers.

MARKETING

Madison Main Street encourages all vendors to decorate their booth in keeping with their merchandise. Your 'look' is key to getting your name out into 'the world' and we encourage you to promote your business during the event with stickers, business cards, postcards, and general fun stuff. We also encourage you to engage Main Street Madison Georgia on FB and IG—we will also provide social media-ready artwork to you to make it simple to promote the event to your fans and supporters.

SECURITY

Madison Main Street is not responsible for personal injury or any items damaged or stolen during the duration of the event (including load-in, load-out, and the hours of the event). It is the responsibility of each vendor to transport their belongings and to not leave valuables unattended.

MADISON

Madison is a beautiful, historic, small town located 45 miles east of Atlanta, GA, off of I-20, and 30 miles south of Athens, GA, off of Hwy 441. Learn more about what's going on in Madison at www.MainStreetMadisonGA.com.

A 10' x 10' space, (\$125)	_____
A 10' x 20' space, (\$150)	_____
Access to 120V Electricity (+\$25)	_____
TOTAL ENCLOSED	_____

Signature: _____ Date: _____

Signature indicates agreement with all requirements within this document. Contact Colleen Hall at chall@madisonga.com, or call (706)752-7945 with any questions..

MAIL, EMAIL, OR DROP OFF APPLICATIONS TO MADISON CITY HALL

- DROP-OFF: 162 N. Main St., Madison GA 30650—parking in rear
- MAIL-IN: 132 N. Main St., PO Box 32, Madison GA 30650—attn. Colleen Hall
- Email to Colleen Hall at chall@madisonga.com—subject line: Chili Food App, Name Of Vendor

ALL CHECKS PAYABLE TO CITY OF MADISON



A GA EXCEPTIONAL MAIN STREET

FB: [Main Street Madison Georgia](https://www.facebook.com/MainStreetMadisonGeorgia)

IG: [MainStreetMadisonGA](https://www.instagram.com/MainStreetMadisonGA)

Online: MadisonGA.com/Chili