



2010 Food Vendor Application

RiverSong Festival – July 30-31, 2010

Food Fair Hours: Friday, 5 – 10 pm

Saturday, 11 am - 11 pm

Deadline for Application: April 30, 2010

Vendors are selected on a first come, first approved basis. A limited number of vendors will be selected to participate.

Name (please print) _____

Representing (business, organization, etc.) _____

Address _____

City, State Zip _____

Phone _____ Email _____

MN Sales Tax # _____

Menu Items Please list all items that you wish to serve at RiverSong 2010. Up to 5 items per booth. **No beverages may be served.** In order to eliminate redundancy of items, the RiverSong festival may contact you regarding alternate menu item choices.

1. _____
2. _____
3. _____
4. _____
5. _____

Booth Space:

<u>Quantity</u>	<u>Space Required</u>	<u>Cost</u>	<u>Amount Enclosed</u>
_____	Standard Booth 24x12	\$200.00 each	_____
_____	Additional Space 10x12	\$50.00 each	_____
_____	Additional Space 5x12	\$25.00 each	_____

<u>Electrical Hook-Up Required</u>	<u>Cost</u>	<u>Amount Enclosed</u>
No electricity required	\$0	_____
110 volts (limit 2) Example: Roaster & Fan (2 plugs needed)	\$20.00 each	_____
220 volts (limited number available)	\$40.00	_____

TOTAL ENCLOSED: _____

Liability Insurance Waiver: It is hereby agreed and understood that the vendor will carry the necessary licenses and insurance covering booths, equipment, and other property used by the vendor in West Riverside Park in Hutchinson, Minnesota during the RiverSong Festival on July 30-31, 2010, and hereby exonerates RiverSong organization, all committees, the City of Hutchinson and officials and members of these names, from all liability of any nature while said business is conducted.

Signature _____ Date _____

Return this form with payment by April 30, 2010 to:

RiverSong Festival ~ 2 Main Street South, Hutchinson, MN 55350 ~ Phone: 320-234-0789

Comments: _____

THINGS YOU MUST DO

1. Use gloves, single use, and do not remove them and use later.
2. Designate one person to handle the money. This person cannot handle the food.
3. Be sure you have a pail with fresh water and soap available, also a rinse pail and paper towels to dry.
4. Keep serving area clean using two tablespoons of bleach per one gallon of water.
5. All persons must wear clean clothing. Long hair must be restrained, and facial hair covered. Hair and beard nets, caps, or headbands should be used.
6. Use gloves, tongs, etc. when handling the food.
7. Food temperature -Hot foods must be kept at 140°F or better when being stored and served. Cold foods - 41°F or colder.
8. Always keep at least one food thermometer in the stand, and be sure to use it.

**THE ABOVE ITEMS ARE REQUIREMENTS OF THE
DEPARTMENT OF HEALTH AND THE
DEPARTMENT OF AGRICULTURE
THEY WILL BE INSPECTING!**

REMINDER

- Only five products allowed per stand. No beverages may be sold.
- Food vendors set up Friday morning the 30th beginning at 10 am.



Operator Certificate of Compliance

Read the information on the back before completing this certificate. **Person selling at event:** Complete this certificate and give it to the operator/organizer of the event. **Operator/organizer of event:** Keep this certificate for your records.

Do not send this form to the Department of Revenue.

Print or type	Name of business selling or exhibiting at event		Minnesota tax ID number	
	Seller's complete address		City	State Zip code
	Name of person or group organizing event			
	Name and location of event			
	Date(s) of event			

Merchandise sold	Describe the type of merchandise you plan to sell.

Sales tax exemption information	Complete this section if you are not required to have a Minnesota tax ID number.
	<input type="checkbox"/> I am selling only nontaxable items.
	<input type="checkbox"/> I am not making any sales at the event.
	<input type="checkbox"/> I participate in a direct selling plan, selling for _____ (name of company), and the home office or top distributor has a Minnesota tax ID number and remits the sales tax on my behalf.
	<input type="checkbox"/> This is a nonprofit organization that meets the exemption requirements described below: _____ Candy sold for fundraising purposes by a nonprofit organization that provides educational and social activities for young people primarily aged 18 and under (MS 297A.70, subd. 13[a][4]). _____ Youth or senior citizen group with fundraising receipts of \$10,000 or less per year (MS 297A.70, subd. 13[b][1]). _____ A nonprofit organization that meets all the criteria set forth in MS 297A.70, subd. 14.

Sign here	<i>I declare that the information on this certificate is true and correct to the best of my knowledge and belief and that I am authorized to sign this form.</i>	
	Signature of seller	Print name here
	Date	Daytime phone ()

PENALTY — Operators who do not have Form ST19 or a similar written document from sellers can be fined a penalty of \$100 for each seller that is not in compliance for each day of the selling event.

Information for sellers and event operators

Operators/organizers of craft, antique, coin, stamp or comic book shows; flea markets; convention exhibit areas; or similar events are required by Minnesota law to get written evidence that persons who do business at the show or event have a valid Minnesota tax ID number.

If a seller is not required to have a Minnesota tax ID number, the seller must give the operator a written statement that items offered for sale are not subject to sales tax. All operators (including operators of community sponsored events and nonprofit organizations) must obtain written evidence from sellers.

Sales tax registration

To register for a Minnesota tax ID number, call 651-282-5225.

A registration application (Form ABR) is also available on our website at **www.taxes.state.mn.us**.

Information and assistance

If you have questions or want fact sheets on specific sales-tax topics, call 651-296-6181. TTY: Call 711 for Minnesota Relay.

Most sales tax forms and fact sheets are also available on our website at **www.taxes.state.mn.us**.

For information related to sellers and event operators, see Fact Sheet #148, *Special Event Exhibitors and Operators*.

We'll provide information in other formats upon request to persons with disabilities.