



# Hart Sparks · July 2, 2019



## Vendor Application

We welcome you to the 2019 Hart Sparks event. Our 2019 event runs from 6:00 pm- 10:45 pm. Please read the rules and regulations below. If you have any questions please contact the Hart Main Street Office, 231-301-8449.

### BOOTH SIZE:

Booths measure 10'x10'. You are responsible for any tables, chairs, tents, awnings or decorations needed for your booth. All booths are outside. Tents or awnings are recommended. If you require more space please contact the Hart Main Street Manager.

### TYPES OF VENDORS:

Hart Sparks! is an opportunity for local non-profits and service organizations to hold fund raising projects. Professional vendors will be granted permits for a fee. Restrictions do not apply to Main Street Area businesses or to sponsoring event partners. It is the policy of the Hart Sparks committee, however, to limit the number of booths devoted to a particular product. It is also policy that the committee decides which vendor applications are appropriate for this event. This decision will be based on the goals and objectives of the event. When submitting this application it is necessary to complete the attached product list. The number of vendors will be limited at the discretion of the committee.

### BOOTH LOCATION:

The committee will determine booth locations to avoid similar foods or services from being next to each other and to reduce conflicting crowd lines.

### SET UP TIME:

You may begin booth set up after 5:00 pm on July 2, 2019. Unloading of vehicles or trailers must be concluded and removed no later than 6:00pm. Vendors will be allowed to drive up to their booths to unload or unhitch trailers only and must remove vehicles immediately upon unloading. Vehicles left unattended may be towed. Booths must be open at 6:00 pm.

### PARKING:

All vehicles must be removed from the exhibit area by 6:00 pm Parking will be available in the lot located behind the Hart Main Street Office and other City lots..

### BOOTH FEES:

FEES: Booth vendors \$50 Food trucks \$100.

There are no registration fees or booth fees for non-profits, service organizations, Main Street Area businesses or sponsoring event partners to participate in this fundraising opportunity.

### EVENT HOURS:

Your booth must be ready and open for business immediately at 6:00 pm on July 2nd. Booths are to remain open until 10:45 pm. It is recommended that you do not leave your booth unattended. Booth holders who close early and do not clean up their vendor space may not be invited back.

### INSURANCE/PERMITS:

Proof of insurance is required to be a Food Vendor during the Hart Sparks event. The District Health Department #10 requires vendors to have a Temporary Food Service permit, an STFU Permit or a Mobile permit. Please contact the District Health Department #10 to configure your specific requirements. 231-873-2193.

## INDEMNITY AGREEMENT

In consideration of my application and their permitting me to participate in the 2018 Hart Sparks event as a Vendor, I, myself, my executors, my administrators do hereby release all rights to ever make claim on my behalf against the Hart Main Street Program, its Board of Directors, staff and volunteers and/or the City of Hart. I understand that I am responsible for my booth and release all sponsors or officials from liability for any damage, injury, illness or loss of property while traveling to or from or while participating in said Hart Sparks event. I agree to adhere to the rules and regulations as outlined in this agreement as well as the laws of the State of Michigan and District Health Department #10 and will collect and pay any applicable taxes to the lawful authorities.

Business Name: \_\_\_\_\_

Owners Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Owners Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Owners Phone: \_\_\_\_\_

Tax #: \_\_\_\_\_

Representative (Individual Responsible & Manning the Booth): \_\_\_\_\_

Reps Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

ALL BOOTH CONTRACTS MUST BE SIGNED BY THE PERSON RESPONSIBLE FOR YOUR BOOTH(S).

Mail to: Julie Kreilick, Hart Main Street, PO BOX 449, Hart, MI 49420 by July 15, 2019

Questions? Call 231-301-8449 or hms@hartmainstreet.org

**Hart Sparks- Food, Product or Activity List**

\*Must be submitted with above form for review by the Hart Sparks Committee. Failure to include this form will result in your application being denied. If your application is approved, you are permitted to provide or sell only the items listed on this sheet. If you have a menu, product list or activity description feel free to include in substitution of this form.

Business Name: \_\_\_\_\_ Owner's Name: \_\_\_\_\_

Contact's Name: \_\_\_\_\_ Contact's Phone: \_\_\_\_\_

Preferred Mailing Address: \_\_\_\_\_

Please provide a name and brief description with prices of the products, services or activities you wish to sell or provide at the event. An existing menu, product list or activity description may be attached. Only items listed here or attached will be approved for the event.

Product/Food/Activity Name, Description & Price List:

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**Please Send to:**  
 Hart Main Street Manager  
 Hart Main Street  
 PO BOX 449  
 Hart, MI 49420  
 Or via email to: [hartmainstreet@gmail.com](mailto:hartmainstreet@gmail.com)

THANK YOU FOR SUPPORTING HART SPARKS  
 AND DOWNTOWN HART!!

