



Ayden Collard Festival

POST OFFICE BOX 186
AYDEN, NORTH CAROLINA 28513

Dear Prospective Vendor,

It is time to get your application in for a vendor space at the annual Ayden Collard Festival. The festival this year is on **September 9-12, 2010**. Vendors can open on Thursday and Friday nights from 6:00 PM until 11:00 PM and all day Saturday from 9:00 AM until 11:30 PM. Please arrive before 2:30 PM on Wednesday, Thursday or Friday in order to get setup and inspected (if needed), and if you need help with power or other hookups. We also would like vendors to be setup before the crowd arrives each night. Please call ahead if you want to arrive earlier.

If you are interested in getting a vendor space, please fill out the attached vendor applications (one is ours and one is for the County. The county form is only needed if you are selling FOOD) and return all filled out pages of this application to:

Vendor Committee
PO Box 186
Ayden, NC 28513

For more information call Brad @ 252-714-6510.

NOTE TO FOOD VENDORS: All food vendors will have to have applications approved by the county and paid for to the Festival and the County no later than Friday August 16, 2010 or you will not be able to participate.

Vendor spaces are reserved on a first come first serve basis. Please call for confirmation and to discuss your product to insure there are no problems or duplication of product. We have a limited amount of vendor space, so in order to be fair to all vendors we do not like to duplicate main food products if possible. We do allow and encourage all food vendors to sell Collards, after all this is the Ayden Collard Festival.

Please come and be a part of the festival this year and sell your wares.

Thank you very much,
Brad Joyner
Vendor Committee-Ayden Collard Festival

NOTE: Please also note the Temporary Food Stand Rules also attached as the County will be checking that you meet all requirements as per State Regulations.

**AYDEN COLLARD FESTIVAL
VENDOR APPLICATION**

Description of Product(s) to be served/sold:

Any Special needs (space, size, type of utilities, etc.):

Festival/Other Event References (include name of contact & phone #):

I, _____, owner/operator of _____, herein referred to as the "Vendor", understand the policies of the Ayden Collard Festival (Festival) governing the sale of concessions. Vendor understands that a non-refundable application deposit of \$50 (Fifty Dollars) shall accompany this application. If vendor is denied space at the Festival the deposit will be refunded to them and this is the only exception. Vendor further understands, that once this proposal, has been approved by the Festival, the balance is due to the Festival by August 16, 2010. Failure to send balance by August could result in forfeiture of space and deposit. If for whatever reason, vendor withdraws from participation in the Festival, the vendor fee will not be refunded. The Vendor further agrees not to sell the following items due to the exclusive contract with the Midway Company: Popcorn, Cotton Candy, Candy Apples, and Novelty items to include vinyl products.

Vendor further agrees to protect, defend, indemnify and hold the Festival and the Town of Ayden, their officers, employees and agents, free and harmless from any and all loses, penalties, damages, settlement cost, charges, professional fees, or other expenses of liabilities of every kind and arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind in connection with or arising out of this proposal and/or the performance hereof that are due to the negligence of the vendor, its officers, employees, or agents. Vendor further agrees to investigate, handle, respond to, provide defense for and defend the same at its sole expense and agrees to bear all other costs and expenses related thereto.

Vendor agrees to conduct operations and performance under this proposal in compliance with all applicable laws, and shall obtain all licenses or permits required. Vendor also agrees to pay all taxes requires by the Town of Ayden, Pitt County, or the State of North Carolina.

DATE: _____

Vendor: _____

Return all filled out pages of this application to:

Vendor Committee
PO Box 186
Ayden, NC 28513



**PITT COUNTY
HEALTH DEPARTMENT
ENVIRONMENTAL HEALTH DIVISION**
1717 W. 5TH STREET
GREENVILLE, NORTH CAROLINA 27834-1696

TELEPHONE: (252) 902-3200

Temporary Food Service Vendor Application

This application is required to be completed by all food vendors who intend to sell food to the public at an event where a permit is required. This application must be submitted with the requested information **at least 10 days prior to the event**. The Division of Environmental Health does reserve the right to deny any permit request and to limit the menu specified on the vendor application.

Event Information

Name of the Event: AYDEN COLLARD FESTIVAL

Event Coordinator: BRAD JOYNER

Location of Event: EAST AND WEST AVE, AYDEN, NC 28513

Date and estimated time of set up: _____

Date that food sales will begin: _____

Length of Event: 3 DAYS FOR VENDORS

Vendor Information

Organization/Business Name: _____

Contact Person: _____ Contact Number: _____ Alt #: _____

Address: _____ City: _____ State: _____

Mailing Address if Different:

Pitt County Environmental Health does reserve the right to limit menu items of potentially hazardous foods at temporary food service events.

Signature: _____ Date: _____

**Contact Information:
Pitt County Environmental Health
1717 W. 5th Street
Greenville, NC 27834
252-902-3206**

Temporary Food Service Vendor Application

Please list the equipment that will be used: (i.e. deep fryers, woks, stove, flat top grill).

Please list how food will be held at 45 F or below and or 140 F and above (i.e. coolers, refrigerators, hot holding equipment).

If you are permitted Mobile Food Unit:

Name on Permit: _____

Name of business: _____

County who issued permit: _____

Please attach a menu with the foods listed below. Please provide all sources of any shellfish or seafood that will be served. If food is to be catered from a permitted facility, please provide method of transport and documentation from facility about what will be served.

If you have any questions, about this application or need more information please call: 252-902-3206.



PITT COUNTY
HEALTH DEPARTMENT
ENVIRONMENTAL HEALTH DIVISION
1717 W. 5TH STREET
GREENVILLE, NORTH CAROLINA 27834-1696

TELEPHONE: (252) 902-3206

Temporary Food Stand Rules

These conditions must be met to obtain a food-handling permit:

- Food from approved sources and identified.
- Clean location and equipment
- Food covered and protected (barrier to shield food from the public)
- Utensils and equipment protected (clean and covered)
- Effective measures taken for fly control (example, fly fans, screens)
- Potable running water under pressure
- Ability to heat water
- Utensil sink with drain boards or counter space large enough to accommodate largest utensil
- Approved employee hand-washing facility w/soap and sanitary towels.
- Refrigeration capable of holding food at 45° F or below. Hot holding units capable of holding food 140° F
- Properly mixed sanitizer (50ppm) in a labeled spray bottle
- Sanitizer test strips
- Metal stem thermometer (0° F- 220° F)
- Approved garbage, grease, and gray water disposal
- Only single service is to be used
- Food-grade hose for approved drinking and water connections

Vendors for non-profit organizations (Churches, Fire Depts.) are not required to obtain a permit **but must provide tax-exempt number** or other documentation to show their exempt status. All other vendors for profit must comply with the rules and regulations of 15A NCAC 18A .2635 of "Rules Governing Food Service Establishments". Failure to meet requirements will result in denial of a permit. For further information contact Pitt Co. Environmental Health at 252-902-3206.