

# Kenmore Days Food Vendor Registration Form

**Where:** Mang Park, between Elmwood Ave. and Military Rd.

Friday	Set up 9 AM & Health Inspection Noon
Friday	Noon to 10pm
Saturday	Noon to 10pm

**Registration Fee per vendor is \$100. Please make your check payable to "Kenmore Days"**

**All Registrations forms must include your check AND Certificate of Insurance naming additional insured as detailed in the Fact Sheet.**

Your fee entitles you to a 10' x 10' space at Mang Park for Thursday, Friday and Saturday during the Kenmore Days Event (check for specific dates). Your location will be determined by the Kenmore Days Committee.

**No refunds. No prorate.**

**Company:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Business Phone:** \_\_\_\_\_ **Cell:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Do you need Water Hook-ups? If so, how many** \_\_\_\_\_

**Do you need Electric:** yes no **If yes, how much?** 500 watts 1000 watts more?

**MENU:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please mail registration form and payment to:

**Kathleen Johnson, Village Clerk/Treasurer  
Village of Kenmore Room 17  
2919 Delaware Avenue  
Kenmore, New York 14217**

**Registration forms received after April 1 must secure their own Health Permit from Erie County**

# Kenmore Days Food Vendor Fact Sheet

**Where:** Mang Park, between Elmwood Ave. and Military Rd.

**Dates and Times:**

Friday	Noon to 10pm
Saturday	Noon to 10pm

1. **Health Permit** – All vendors must have a valid Erie County health permit in order to participate in the event. The Kenmore Days Committee will apply for a Health Permit to cover vendors who have submitted applications and registration fee no later than April 1st. If the Kenmore Days Committee is not able to secure permit, or if your application and/or registration fee are received after April 1<sup>st</sup>, you will be required to obtain a health permit directly from Erie County. You are responsible for any fees associated with obtaining the Health Permit.
2. **Proof of Insurance** - A minimum \$1,000,000 liability, naming the Village of Kenmore and the Town of Tonawanda as additionally insured.
3. Please complete the Menu Items Selection form. All items to be sold, and in certain cases pricing (such as beverages), are subject to approval by the Kenmore Days committee.
4. Each booth is responsible for collecting and handling their own money for their sales, and for paying any and all sales and other taxes.
5. If any cooking is done on-site you must provide your own fire extinguisher.
6. All participants must maintain health and sanitation standards as dictated by the Erie County Health Department
7. Kenmore Days food vendors will be outside. You are responsible for providing your own tent(s) and equipment. We strongly encourage as much preparation to be done before the event as possible.
8. Restaurants are expected to bring all their own refrigeration, pots, pans, utensils, warming trays, microwaves, etc...
9. **The registration fee of \$100 is due by May 1st, and is non-refundable. April 1 is the deadline for the Village to submit your application to Erie County.**
10. Your paid registration will guarantee your food selections based on a first come first served basis, pending final approval by the Kenmore Days Committee. We do not promise 100% exclusivity of food selections.
11. Each vendor is responsible for making arrangements for, or providing his own electricity. Please contact the committee with your concerns.
12. Set-up will be Friday at 9 AM unless other arrangements are made. **YOU MUST BE COMPLETELY READY FOR HEALTH INSPECTION BY 11 AM**, so we are all ready to open by noon.

**Please feel free to contact the Kenmore Days committee with any questions.**

Bob Bolt at Mike's Subs 860-7563 (e-mail: [bbolt@mikes-sub.com](mailto:bbolt@mikes-sub.com))

Kathleen Johnson at the Village Clerk's Office 873-5700 (e-mail: [kjohnson@kenmoreny.gov](mailto:kjohnson@kenmoreny.gov))