



Participation as a Canton Liberty Fest Food Concession Vendor is by invitation only. Interested vendors should complete and submit the RESTAURANT Vendor Proposal for consideration.

Date(s): June 19-20, 2020

Location: Heritage Park - vendor location(s) within the park and festival grounds are to be determined by the Liberty Fest Committee.

Hours: Friday: 4-11 p.m.
Saturday: 12 - 11 p.m.

Vendors may arrive as early as 9 a.m. on Friday, June 19, for initial set-up. Please note: If selling on Saturday evening, vendors must wait to depart until after the fireworks display, or after 11 p.m.

Permits & Policies: Vendors are required to provide proof of all necessary health and food permits, including: Wayne County, State of Michigan, and applicable insurance(s). Vendors must provide a copy of their Liability Insurance naming "Canton Township, 1150 S. Canton Center, Canton, MI 48188" as additional insured that must be sent in with the application.

Vendors must provide a separate Policy Endorsement Form listing Charter Township of Canton as Additional Insured using the following language: "Charter Township of Canton, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof are listed as additional insured as respects General Liability and Automobile Liability."

Each participant will be provided with a 10'x10' tent, 2 8ft. tables, and 2 chairs. Additional space may be available upon request, but must be communicated in advance.

All Michigan Health Department rules must be followed. It is each vendor's responsibility to contact them and apply for any applicable licenses/inspections. Inspectors will be on site at various times to inspect other vendors throughout the park. When in doubt, it is always best to contact the Michigan Health Department prior to arrival.

Fees: **All payments should be made through Advantage Marketing Solutions**

- Before April 10, 2020 : \$645
- After April 10, 2020: \$695

Checks made payable and mailed to:

Advantage Marketing Solutions
39500 Orchard Hill Place #155
Novi, MI 48375

Payment questions, contact:

Kathy VanEck
Via email kathy@marketingmich.com
or by phone 248/912-1285

Payment and participation includes:

- Two days at the festival (June 19-20)
- 10 ft x 10 ft tent
- Electricity access
- Supply of ice (if needed)
- 8' table with 2 chairs
- 18 in x 9 ft display banner for tent
- 8 ft x 5.5 ft table banner

PLEASE READ THE FOLLOWING REQUIREMENTS CAREFULLY.

Commercial cooking operations during Liberty Fest and any other festivals held on Canton Township Property:

- All commercial food heat processing appliances contained within a structure, (i.e. vendor trailers), that produce grease vapors or smoke, shall be equipped with a Type I Exhaust Hood.
- Portable fire extinguishers shall be provided for all commercial cooking operations. Cooking operations involving vegetable or animal oils and fats shall be protected by a Class-K rated portable extinguisher.
- Canton Fire Department Inspectors will be on site to ensure all safety regulations are followed through on-site inspections prior to opening. An approval status from Fire personnel will be required of all food service vendors.
- 20 foot rule – a minimum of 20 feet must exist between any tents, grills, and generators or other flammable devices. The attached form must be completed to include a diagram of each layout and approved by the Fire Marshall.

Failure to meet the above requirements shall be grounds for exclusion of the commercial cooking operations during the festival.

The Liberty Fest Committee reserves the right to select or reject any/all portions of a vendor's proposal and vendors that are accepted should be aware that other concession vendors of various and/or similar food types may/will be on the Festival grounds at the discretion of the Liberty Fest Committee.

Deadline: Proposal must be submitted in a sealed envelope plainly marked "2020 Liberty Fest Food Truck Proposal" or emailed to evan.sweet@canton-mi.org. Must be received no later than May 1, 2020.

Vendors shall provide a list of three (3) references and photo samples of their booth(s), trailer(s) and/or stand(s) (photos will not be returned), copy of Liability Insurance naming "Canton Township, 1150 S. Canton Center Rd., Canton MI, 48188" as additional insured on a separate endorsement form.

Mail To: Canton Liberty Fest
Attn: Evan Sweet
46000 Summit Parkway
Canton, MI 48188

- or -

Email:
evan.sweet@canton-mi.org

► PLEASE RETAIN THIS INFORMATIONAL SHEET FOR YOUR RECORDS ◀

CANTON LIBERTY FEST HAS VERY EXCITING NEWS TO SHARE!

In an effort to be more responsible about the potential environmental impact of an event this well-attended, and with the intention of putting new practices in place that will ensure that our operations are more sustainable for future generations, we are excited to partner with Zero Waste Event Productions in 2020. This highly reputable social enterprise helps festivals decrease their environmental footprint by diverting waste from the landfill through waste reduction, recycling, and composting. While Zero Waste is the ultimate end goal with the Festival, it is unlikely that we will achieve this in our first year. However, using their waste sorting and diversion model could help us divert more than half of the Festival's waste from ending up in the landfill, while also educating attendees about the importance of recycling.

Here's how YOU can help be a part of this important effort:

- Please consider using compost buckets for appropriate food scraps, which will be provided to food vendors at no cost, and emptied regularly by volunteers/staff throughout the Festival.
- Break down cardboard, gather other clean recyclables (tin, bottles, aluminum), and make a neat pile behind your trailer/booth/workspace for our Zero Waste crew to pick up as they make their rounds.
- Ask for bags from our Zero Waste crew, if and when you need them.
- Think carefully about any potential promotional giveaways at your booth. Please consider eco-friendly or reusable items!
- Clean your space thoroughly before you depart the event.

Please don't hesitate to reach out to us in advance of the Festival with related questions or concerns. As Liberty Fest crowds continue to grow annually (exceeding an estimated 50,000), it's imperative that we do our part in minimizing our impact on the environment. We are thankful for your support in this important new Festival initiative!

GO GREEN WITH US IN 2020!

2020 CANTON LIBERTY FEST RESTAURANT VENDOR PROPOSAL

Liberty Fest Restaurant Participation will take place Friday, June 19 - Saturday, June 20, 2020

I. Name & Type of Organization/Business: _____

II. Contact Name: _____

Primary #: _____ Secondary #: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____

(Email confirmation will be sent after application has been received)

III. Proposed Menu Items: _____

IV. Please list any and all electrical needs:

Electricity is provided on a limited basis, fees may apply for additional requirements.

Item (ex. Refrigeration unit, Fryer)	Power needed (ex. 120 or 240)
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1. _____

2. _____

3. _____

4. _____

5. _____

Please be sure to fill out the next page of this application.

V. Draw a diagram of the layout of your area. Include proposed distances between tent, grills, and power source.

Use an additional sheet of paper as needed to communicate electrical and logistical needs.

VI. Terms of Agreement:

- Some areas do not have a water source – vendors must provide large containers for water usage.
- Must provide proof of all necessary health and food permits, including Wayne County, State of Michigan and applicable insurances.
- Failure to meet the new commercial cooking operation requirements shall be grounds for exclusion during the festival.
- Submit payment to Advantage Marketing Solutions no later than May 8, 2020.
Checks payable and mail to:
Advantage Marketing Solutions
39500 Orchard Hill Place #155
Novi, MI 48375
- All vendors will be assigned an area for their unit.
- Liability Insurance naming, “Canton Township, 1150 S. Canton Center, Canton, MI 48188” as additionally insured must be sent in with application on a separate endorsement form.
- Submit completed application, references, photos, and insurance:

Mail To:
Canton Liberty Fest
Attn: Evan Sweet
46000 Summit Parkway
Canton, MI 48188

- or -

Email
evan.sweet@canton-mi.org

By signing below, I understand and agree to all of the above terms:

Signature: _____ **Date:** _____

