

10th Annual Chandler Chuck Wagon Cook-Off: Vendors

Friday and Saturday, November 8 & 9, 2019

Tumbleweed Ranch at Tumbleweed Park
2250 S. McQueen Rd. Chandler, AZ, 85286



Vendor Application Deadline: 5 p.m., Friday, August 30, 2019

Event Description: The 10th Annual Chandler Chuck Wagon Cook-Off features history, cooking, and the feel of the Old West. Competitors work from authentic chuck wagons as they cook in the style of 1880s cattle drives. This event also features stage entertainment, family activities and unique vendors. The event is coordinated by the Chandler Museum, a division of the City of Chandler, and the non-profit organization, Partners of Tumbleweed Ranch.

Event hours: Friday, November 8, 6 pm- 10 pm
Saturday, November 9, 10 am - 2 pm

Vendor Categories:

This event attracts an audience who is interested primarily in western style cooking, locally derived foods, and western or history-related items. The event committee reviews all vendor applications **based on their fit with the theme of the event.**

Food/Beverage Sales (10' x 10': \$100) – Any organization (profit or non-profit) or business selling prepared food, snacks or beverages.

Merchandise/ Artist Sales (10' x 10': \$75) – Any organization (profit or non-profit), or business, selling any type of merchandise; or artists selling their own works of any medium.

Non-Profit Organizations (10' x 10': \$10) – Non-profit groups providing information about their organization to the community. These booths **will not sell** merchandise, food, or other items.

Business/Company Information (10' x 10': \$25) - Businesses or profit organizations providing information about their company. These booths **will not sell** merchandise, food, or other items.

Responsibilities of the Vendor:

Application – All applications must be submitted to **Partners of Tumbleweed Ranch** by **Friday, August 30 at 5 p.m.** Applications are considered on a first come, first serve basis. Incomplete applications, applications that duplicate services of an already submitted application, or applications which meet our criteria but are received after the deadline will be placed on a waiting list.

Booth Fee – A non-refundable fee is charged to participate in the event. See above for fee listing. Vendor pays fee by check or card upon notification of acceptance. Fee must be paid by the deadline that will be provided in the email confirmation which you will receive, or your booth space is forfeited.

Space size of booth must coincide with dimensions of display. If your vehicle, trailer or display exceeds the 10" x 10" dimensions, you will need to pay the appropriate additional fee according to your dimensions. A 50' extension cord is suggested for each vendor requiring electrical access to the electric boxes.

Supplies/Materials – All supplies and materials (tables, chairs, canopies, etc.) must be provided by the vendor.

For questions, contact [Mary Ellen Crane, 602-291-9233](mailto:MaryEllen@chandlermuseum.org) or [Stuart Hutchinson 480-773-4242](mailto:Stuart@chandlermuseum.org)

Required Presence-- Vendors are required to attend the event Friday and Saturday.

Friday: Check in after 12 pm. You must be set up by 4 pm. All vehicles removed from event grounds by 5 pm. Breakdown begins at 9 pm.

Saturday: Check in runs 7:30 am – 9 am. All vehicles removed by 9 am. Breakdown on Saturday begins at 2 pm.

State of Arizona Sales Tax License- All vendors must operate with a State of Arizona Sales Tax License which includes the City of Chandler (CH) as a city of business operation. It is the vendor's responsibility to secure your Sales Tax License. **License must be paid for and obtained prior to event set up.** If you already have a State of Arizona Sales Tax License, please provide the license number on your application as proof.

501(C) (3) Non-profits must obtain a Non-Profit Solicitors license through the City of Chandler Tax and License Division.

FOOD SALES REQUIREMENTS:

Maricopa County Health Permit is required. This must be included on the application. In addition, you will need to provide proof of the permit during the event. If you are a mobile food unit, please also provide that associated license number on the application.

If you are selling food and beverages, you must complete the entire City of Chandler Food/Beverage Vendor Application, which is the third page of our vendor application. This is submitted separately to the Chandler Fire Department. If incomplete or incorrect information is provided, it will result in the return of you application and can forfeit participation in the event. A fee is not required for any open flame permits.

Event Notes:

Available Space – 10' x 10' space will be allocated to all approved vendors. Those needing additional space may request it on their application for an additional fee. If space is available, requests will be considered on a first come, first serve basis. **Space size must coincide with dimensions of display. For example, food trucks may be charged an additional fee if applicable. A 50' extension cord is recommended for each vendor requiring electrical access to the electrical box.** Canopies, tables, and chairs will not be provided. You must bring your own lighting for Friday evening operations.

Notification of Acceptance – The Partners of Tumbleweed Ranch will notify the accepted vendors **by Friday, September 13.** At the time of notification of acceptance, the vendor must pay the fee as well as submit any additional paperwork such as the Food/Beverage Vendor application. **Fee and any additional paperwork must be submitted by the deadline that will be provided in the email confirmation which you will receive,** or your booth space is forfeited.

Duplication of Vendors –Our policy is to reduce duplication of booth themes, items or activities. The event should have no more than two or three of the same or similar booths.

Waiting List – Partners of Tumbleweed Ranch will maintain a waiting list of eligible applications and these vendors will be contacted if any of the accepted vendors do not meet the requirements.

Security- While the event area is fenced and gates are closed at night, overnight security is not provided.

2019 Chandler Chuck Wagon Cook-Off Vendor Application

Applicant's Information

Company/Organization Name

Contact Name

Business Street Address

City State Zip

Daytime Phone Cell Phone

Email Address

Booth Information

Please Check One:

Food/Beverage Sales Artist/ Merchandise Sales Non-Profit Organizations Business/Company Information

Please provide a detailed description of your booth and displays (attach photographs as needed):

Check if you need any of the following resources: Electrical Power Water Source

**Please know that both electrical power and water are limited and all efforts will be made to accommodate your request.*

You will need to bring your own lighting for evening operations.

Food/Beverage Sales: Provide your Maricopa County Health Permit License #

Will you use an open flame? No Yes

State of Arizona Tax License Number:

If your business is located in Chandler, provide your Chandler business registration license number:

If your company/organization is a 501(c)(3) nonprofit, provide the Chandler Non Profit Solicitors license #

Please provide a list of all items being sold and their price range:

Booth Fees (please check the one that applies) Remember: Space size must coincide with dimensions of display.

- 10' x 10' space for Food/Beverages Sales - \$100.00
- 10' x 10' space for Merchandise Sales/ Artist- \$75.00
- 10' x 10' space for Non-Profit Organization - \$10.00
- 10' x 10' space for Business/Company Information- \$25.00

Additional Vendor Rental Option:

- Extra 10' x 10' Booth Space - \$25.00

Please read carefully and sign below.

I certify that the information contained in this application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event under the city of Chandler Municipal Code. Applicant agrees to comply with all requirements of the City, County, State, and Federal Government. Applicant has read all Vendor Responsibilities and commits to participation during the required days/ hours.

Signature

Date

Printed Name

**Vendors do not pay fee until notified of acceptance.

Return Application to:
Pardners of Tumbleweed Ranch
P.O. Box 812
Chandler, AZ 85244

Email: Maryellen.koda@gmail.com

APPLICATIONS DUE 5 P.M., FRIDAY, AUGUST 30



FOOD/BEVERAGE VENDOR APPLICATION

*Please complete all information; do not leave any spaces blank.
Incomplete applications will not be processed.*

Event: _____

Event Date(s): _____

Event Time(s): _____

Event Location/Address: _____

Vendor Information

Applicant's Name: _____

Applicant's Phone Number: _____

Applicant's Email Address: _____

Company/Business Name: _____

Company/Business Address: _____

Company/Business Event Day Contact Name: _____

Company/Business Event Day Contact Cell Phone: _____

Description of Operation

Cooking in a Trailer/Mobile Van/Food Truck

(Mobile Food Unit) Yes No (Complete Fire Extinguisher "K" & Fire Suppression System)

Cooking on/in Griddle, Fryer (deep fat), Stove Yes No (Complete Fire Extinguisher "K")

Cooking on Grill Yes No (Complete Fire Extinguisher Dry Chemical)

Cooking on/in Steamer Yes No (With Propane - Complete Fire Extinguisher Dry Chemical)

Any other Open Flame used Yes No (Complete Fire Extinguisher Dry Chemical)

Sales of Food/Drink items Only Yes No

License Plate of Trailer/Mobile Van/Food Truck(MFU) _____

Fire Extinguishers

- Class "K" Type Fire Extinguisher Required for all Cooking with grease laden vapors.
- 2A10 BC - 5lb Dry Chemical Type Fire Extinguisher Required for all other open flames.

Date of Last Service for Class "K": _____ Date of Last Service for Dry Chemical: _____

Fire Suppression System (Ansul System)

- Trailers/mobile vans/Food Trucks that produce grease-laden vapors shall have a fire suppression system over the cooking area.

Date of Last Service for Fire Suppression System: _____

Vendor

Mail or Hand Deliver (Address Below) your completed application to your Event Producer fifteen (15) day's prior to your scheduled event.

Address: _____