

Breda RAGBRAI 2023 Vendor Application

Information

Fees: There will be a \$350.00 fee and additional \$100.00 cleaning deposit for commercial non-local vendors and a \$100 deposit for local or non-profit vendors. Non-profit vendors will need to provide a copy of your 501(c) 3 status. Applications, proof of Liability Insurance and check will need to be received no later than May 30, 2023. Applications received after this date will be subjected to a \$100 late fee.

Electrical Service: The fee for electrical service will be \$100 for commercial vendors and \$25 for non-profit vendors. Additional fees may apply if more than basic electrical needs are requested.

Location: The RAGBRAI committee will designate where you are located. Each vendor will have a space of 10 x 20. There will be an additional \$100 for more space.

Food Safety: A Temporary Food Service Establishment License Application will need to be completed and sent to Iowa Department of Appeals no later than May 30th. All vendors will be checked on July 24.

Each food and/or beverage vendor is responsible for their own hand washing station.

Clean Up: All vendors will need to clean up their area before leaving.

Signage: All vendors are responsible for their own signs at their booth. Vendors are not permitted to use the name RAGBRAI on their signs. It is recommended that signs be placed above the height of the average person so they can be easily viewed. It is encouraged to have easy to read signs that list menu items and prices and to put up a sign when you run out of food.

Additional information: You will be notified of approval by email or phone call. The RAGBRAI committee reserves the right to deny any application. Funds will be returned to vendor if they are denied. There will be no refunds given due to weather. It is recommended to take time to plan how much you intend to serve and that you plan to sell all the food you prepare. We hope this event is successful for you and the whole community.

Vendors will need to be set up by 8 AM and shut down by 4:30 PM.

Shutdown is regulated by RAGBRAI.

Return completed forms and payment by May 30, 2023 to:

City of Breda
Attn: City Clerk
P.O. Box 129
Breda, IA 51436

Make checks payable to City of Breda. Contact Rhonda Martin with any questions, 712-673-2660 or cityclerk@citybreda.com.

Your application will not be processed unless the form is completely filled out, the fee is enclosed and a copy of your proof of liability insurance coverage is enclosed.

BREDA VENDOR APPLICATION

Booth Space is 10' x 20' (an additional 10 x 10 may be purchased for \$100)

Please check which type of vendor you are and if you will need electricity:

- Local or Non-Profit deposit \$100 Electricity: Non-profit fee \$25, Commercial fee \$100
 Commercial Non-Local fee \$350

Business or Organization name: _____

Contact Person: _____

Mailing Address: _____

Phone Number/Email: _____

Sales Tax Permit # or Fed ID # or Social Security #: _____

Products or Service: List the type of item (food, beverage, other) that you would like to sell. If you plan to serve a meal, please attach a menu and prices (if determined) on a separate sheet.

List any hazardous materials that will be at your site (gasoline, propane, cleaning materials, etc.)

Complete the below information if you need electrical service:

List the Voltage: _____ Watts/Amps _____

If you don't know the power consumption of your equipment, please list them below:

	Quantity
Coffee Maker	_____
Roasters	_____
Crock Pots	_____
Lighting	_____
Other _____	_____
Other _____	_____
Other _____	_____

We may need to restrict how much power is available depending on total loads.

List any additional information we might need to know:

Thank you for your interest in being a Vendor in Breda.