



2024 Ocean City Jazz Festival

www.oceancityjazzfest.com

PO Box 1207, Sneads Ferry, NC 28460

APPLICATION FOR **CONSIDERATION** OF SPACE

RETURN APPLICATION ON OR BEFORE MAY 8, 2024

FOOD VENDOR APPLICATION

2024 Ocean City Jazz Festival – July 5-7, 2024

Business name _____ Contact Person _____

Mailing Address _____

City _____ State ____ Zip _____

Daytime Telephone (____) _____ Mobile Telephone (____) _____

Email Address: _____

FOOD VENDOR FEES

Booth Size	# of Spaces		Fee		# of Days		Amount
Food Cart (10x10)		X	\$80 Per day	X		=	
Food Truck (10x26)		X	\$125 Per day	X		=	
Food Trailer (>10x26)		X	\$200 Per day	X		=	
Electricity*		X	\$100 Per Day	X		=	
TOTAL DUE							

*Must bring 125 ft. extension cord

Entrees	Sides	Dessert

FOUR Entree Item Limit. Please select your best specialty entrees. *Please limit side items to a maximum of 8 and dessert items to a maximum of 4

Wine, beer, soda and water will be exclusively sold by the Ocean City Jazz Festival within the venue.



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The following items must be included with your application:

_____ Please enclose check payable to OCJF (Ocean City Jazz Festival), in the amount of \$150.00. This includes a \$50.00 non-refundable application fee along with a non-refundable \$100 deposit toward your booth space. **If you are not accepted to participate, the application fee and deposit will be refunded.**

_____ Copy of certificate of insurance. (Required).

_____ Signed copy of Food Vendor Rules

_____ Sample menu

_____ Permit from Onslow County Health Dept.

_____ If not registered in Onslow County submit a copy of last inspection to the Onslow County Health Dept.

_____ If not registered in Onslow County submit a temporary food establishment application to Onslow County Health Dept.

<http://www.onslowcountync.gov/668/Environmental-Health-Division>

REFUND TERMS All decisions postponing or canceling one or all days of the festival shall be made solely and exclusively by the Festival Committee and shall be final. If the Festival is canceled for any reason whatsoever, vendors shall be entitled to a full refund of all paid fees.

Note: A refund is not awarded if the vendor fails to pass the review of County Health Department or is removed by the Festival Committee for violations cited in this form. .

Release & Hold Harmless

I/we, the undersigned, for and in consideration of permission and space to participate in the Ocean City Jazz Festival, July 5-7, 2024, agree to release and hold harmless, and defend the OCJF, its officials, representatives, agents from and against any and all claims, actions, lawsuits, damages, judgments, liability and expense, including attorney fees and litigation expenses, in whole or in part arising out of, connected with or in any way associated with my/our activities preparing for the OCJF, participating in OCJF or traveling to or from the OCJF. I have read and fully understand the above release and hold harmless agreement

Name of Vendor (Print) _____

Vendor Signature: _____

Date _____



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Check **Payable** to Ocean City Jazz Festival (OCJF)
Ocean City Jazz Festival, PO Box 1207 Sneads Ferry, NC 28460

The OCJF Committee reserves the right to approve all vendors

FOOD VENDOR RULES

General Information

- **Food vendors must contact the Onslow County Environmental Health Department at 910 938-5851 to obtain required permits. This must be done no later than 15 days prior to the event.**
- Pre-packaged food which has been prepared at a licensed restaurant or company and is available for purchase in a pre-packaged form is permitted to be sold or otherwise vended at Ocean City Jazz Festival.
- Vendors must provide their own potable water. No water connections are available in the Festival area.
- All food vendors must follow all federal, state and local food handling regulations.
- There is no dumping of grease/cooking waste in the venue, **no exceptions!** Vendors found in violation will be asked to leave the event immediately with no refund of booth fees.
- **All food vendors agree not to sale beverages (soda, water, beer, wine)**
- Food vendors will be **required** to provide a Certificate of Liability Insurance with their application. Comprehensive General Liability Insurance-\$1,000,000 Single Limit/\$2,000,000 General Aggregate NAIC# must be active (certified through State of NC not surplus)
- Once your vendor trailer is in place, the vehicle towing it must be removed no later than 3PM.
- All food vendors must be ready for Inspections no later than 3PM.

Food Vendors Must

- **Use 100% Biodegradable Takeout Containers and Paper Straws**
- Have Containers for grease disposal
- Use Food grade plastic gloves
- Have Potable water
- Have Sanitizing solution
- Check out with an OCJF Staff Member every night before leaving for inspection of cleanliness and food safety.



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FOOD VENDOR RULES (continued)

Safety:

- Tents and canopies must be anchored at all four corners to withstand the elements of weather and prevent collapsing. Examples of weights include 5-gallon buckets with sand, sand bags and gym weights at least 15 lbs. each.

Food Vendor Wristband and Parking Passes

Wristbands and Parking Passes will be allocated as follows:

Vendor Type	# Wrist bands	# Parking Passes
Food Cart	2	1
Food Truck	3	1
Food Trailer	5	2

- Wristbands are required to worn. Anyone found without a wristband will be asked to leave the event.
- Any vendors or people wearing vendor wristbands who are found sitting in the attendee seating area or roaming without permission are grounds for eviction from the event.

Parking:

Vendors may park in the Designated Vendor Parking lot at 2649 Island Drive using their provided Parking Pass.

Weather: The festival will take place rain or shine. Please keep up-to-date on weather reports and plan your attire and preparations accordingly. **No Exchanges or Refunds**

Food Vendor Take Down and Check Out:

- Vendors may begin taking their spaces down after the close of show.
- Cars and vehicles will not be able to enter the festival Venue to pack items directly until 10 PM.
- All trash and debris must be removed by vendor and the area must be free of grease and oil dumps.



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Important Dates and Times for Food Vendor Applicants:

- **May 8, 2024** - Application Deadline - **[Submitting an application DOES NOT guarantee acceptance for the Ocean City Jazz Festival 2024]** All of Following:
 1. Certificates of Insurance
 2. Menu
 3. \$150 (\$50 application fee and \$100 deposit) Check
 4. Signed copy of vendor rules
- **May 15, 2024** - Vendor Acceptance letters will be EMAILED to Vendors selected for 2024 from The Ocean City Jazz Festival. **If application is not accepted, fees and deposit will be returned. There will be a \$75 fee for returned checks.**
- **June 5, 2024** – Remaining fees due

Name of Food Vendor (Print) _____

Vendor Signature: _____

Date: _____