

Two Sisters Vintage Market Food Vendor Terms, Rules and Regulations

Two Sisters Vintage Market Food Vendor Terms, Rules and Regulations Welcome and thank you for your interest in being a part of Two Sisters Vintage Market! We are excited about this event at the AR State Fairgrounds. Confirmation of Food Truck Vendor registration will be sent by e-mail and posted on the Two Sisters Vintage Market website. Please keep a copy of these terms, rules and regulations.

1. It is the vendor's responsibility to meet all required city & state permits and be familiar with AR health Department codes & regulations. Documents required for participation are as follows:
 - Copy of AR Health Department License
 - Copy of your city's business/operating license
 - Copy of certificate of general liability
 - Picture of Food Truck
 - Copy of Menu
2. Two Sisters Vintage Market will be held November 2, 2018 thru November 3, 2018 9am -5pm & November 4, 2018 10am – 3pm at the AR State Fair Grounds – Arts & Craft Building, 2600 Howard St. Little Rock, Arkansas 72206. Food Truck Vendor spaces are reserved on a first come, first serve basis. Vendor spaces are \$150(includes all 3 days) and can be reserved with a 50% deposit. Reservations can be made online. Food Truck Vendor should mention any special booth needs on their registration form. Food Truck Vendor agrees to pay a vendor space fee, regardless of location of vendor space, with a 3- day commitment. Full payment must be received by September 30, 2018 if reserved with 50% deposit. This event is rain or shine, no refunds will be given NO EXCEPTIONS.
3. Food Truck Vendors should arrive at your entrance location to set up no earlier than 10am and no later than 10:30am on Friday July 26, 2019. 7am and no later than 7:30am on Saturday July 27, 2019 & Sunday July 28, 2019. All additional vehicles must be moved out of the festival area & your operation must be completed before show time. Nonperishable pre-event storage drop off will be Thursday, July 25, 2019 from 11am - 5 pm DROP OFF IS BY APPOINTMENT ONLY. All items should be removed prior to the Two Sisters Vintage Market end on Sunday Sunday July 28, 2019 at 4pm. Your entrance location will be sent by e-mail to you the week before Two Sisters Vintage Market. If you have a special request, please address them in your application or email us at info@twosistersvintagemarket.com.
4. Please provide enough food to last until closing. Estimated attendance is 500 plus people daily. EARLY TEAR-DOWN IS NOT PERMITTED. IF YOU TEAR-DOWN EARLY, YOU WILL NOT BE ASKED BACK. When customers see vendors closing they stop buying. Remain open until event closing, even if truck is sold out. For the safety of those attending, leaving early will not be permitted. Once you are cleared for departure you are welcome to leave.
5. Security will be provided. Arkansas Livestock Show Association, Two Sisters Vintage Market, event volunteers and any organization affiliated with the event assume no responsibility or liability for loss or damaged items or equipment.
6. Two Sisters Vintage Market is an outdoor event and no alternate rain date or site is planned. Two Sisters Vintage Market will not be cancelled because of rain. Vendors should come prepared for the weather. Tents, canopies and pop-ups must be secured to withstand wind and weather (sandbags or water barrels are required as outlined in City ordinance). Promoter does not provide tents, back drops or tablecloths. Tables (\$18 each) and chairs (\$2 each) are available for rent. Please make sure that all tables are covered, and that pop up tents are solid in color.
7. All trucks MUST have a working fire extinguisher on site, serviced within the past year.
8. Food Truck Vendors are responsible for disposing of all trash in the nearest trash receptacle. We ask that you leave your assigned area in the same or better condition than when you arrived for set-up. You MUST dispose of all fats and oils in proper containers and be responsible for removing these containers completely from the Two Sisters Vintage Market site. NO GREASE CAN BE Poured DOWN PUBLIC DRAINS. Disposal of waste in this manner can be subject to a City fine.
9. Food Truck Vendors are required to collect and report all sales made during the show in accordance with the appropriate sales tax regulations, for items sold at the market and shall in no way hold Two Sisters Vintage Market or its representatives responsible for tax collection, reporting, or compliance.

10. All Food Truck Vendors must be 100% self- contained. No electricity or water will be available. You may not plug in to city light posts. Any one plugging into city light poles will be disconnected by City officials.
11. Food Truck Vendors menu and pricing required for participation are as follows:
 - 1 menu item must be \$5 or less
 - Menus are required to be submitted with application and should be posted on the truck (this may be edited later). Prices of food items must be clearly displayed along with methods of payment accepted. Tax must be included in menu pricing.
 - Vendors may sell non-alcoholic beverages.
 - The DAY OF menu should list only the food and drink items you are serving at Two Sisters Vintage Market, along with the price (including tax). Menus hiding items that will not be served with duct tape will not be allowed. If you need help making or printing a menu, please let us know.
12. Disorderly conduct such as fighting, or drunkenness will not be tolerated. Food Truck Vendors cannot smoke or drink alcohol inside the Arkansas State Fair Grounds- Arts & Crafts Building.
13. Food Truck Vendors are responsible for the payment of any damage charges assessed by the Arkansas Livestock Show Association & any affiliates for intentional or accidental damage caused by exhibitor or for failure to observe the rules and regulations for the construction and operations of his/her booth.
14. Food Truck Vendors must abide by all pertinent city, country, state, and federal laws, ordinances, fire and safety codes; and all pertinent regulations of the Arkansas Livestock Show Association & any affiliates.
15. The Promoter is not liable for Acts of God which may result in the cancellation, rescheduling or modification of the event. The lease agreement shall terminate, and the exhibitor waives any claim for damages.
16. Food Truck Vendors may not sublet or donate part or all of his/her booth space without the prior written consent of show management.
17. Food Truck Vendors must notify the promoter beforehand if he/she will be arriving after the opening time of the show. Promoter is entitled to re-sell spaces not claimed by 12:30pm on Friday and payments will be forfeited. Please call us at 501.253.6216 or 501.690.8712 if you are going to be arriving after 12:30pm on Friday.
18. All vendors must adhere to the rules and regulations. Violation could result in permanent suspension from future market shows and promoter reserves the right to cancel a booth reservation or require alteration of any merchandise or activity that is inconsistent with the quality, theme, image, and safety of the show.
19. Vendors may NOT pull their vehicles into the building for unloading/loading. The number of carts available will be limited, so please prepare accordingly.
20. Vendor badges are provided and must be worn by all vendors Friday, Saturday and Sunday. Any vendor found obtaining dealer badges for those other than legitimate assistants will be barred from all future shows. Please return badges once the show is over.

By participating in the market, all Food Truck Vendors agree to vend their items at their own risk. Two Sisters Vintage Market and its representatives does not guarantee specific numbers of attendees or sales for vendors. This event will take place rain or shine, no refunds shall be given due to cancellation or interruption of event beyond the control of Two Sisters Vintage Market. Food Truck Vendor will assume responsibility for all property brought to Two Sisters Vintage Market and will not hold Arkansas Livestock Show Association, Two Sisters Vintage Market, event volunteers and any organization affiliated with the event liable for any damages, theft, or personal injury that may occur, and agrees to carry liability insurance.

This agreement has been read, understood and entered into voluntarily and freely by the applicant, and shall become effective upon submission by the applicant. If your application is accepted for the event, the Two Sisters Vintage Market team will email you an invoice for the appropriate Food Truck Vendor fee.