



# Enid Lights Up The Plains - Vendor Form

November 23, 2018 • 5:00 - 7:30 (be prepared to serve food 4:30 - 8:00 pm)

This is the 25th Annual Enid Lights Up the Plains, when thousands of people come downtown for a Christmas concert, parade, wagon rides, Santa, lights, food and fireworks!

### Rules and Regulations:

1. **Deadline** for entries is **November 9, 2018**. Entries received after deadline will be subject to availability.
2. Vendor fee: **\$55** or **\$15** for Partners of Main Street Enid. This fee is only refundable if the application is rejected, no refunds due to cancellation or inclement weather.
3. **Vendors must be completely set up and ready to serve attendees by 4:30 pm** and stay set up **until 8:00 pm**.
4. Vendors are responsible for supplying **electrical** drop cords, tables, chairs, and other equipment. All electrical needs must be approved by Main Street Enid Staff prior to the event and may NOT be available.
5. Non-food vendors must contact Main Street Enid for rules and availability.
6. We cannot grant food vendors exclusivity due to the thousands of hungry people who attend, but we will be glad to name your business/organization as a food vendor and list your main food item(s) online.
7. Main Street Enid will not be responsible for theft, accident, or damage occurring at any event.
8. Confirmation or rejection will be mailed, e-mailed or notified by phone, along with additional information regarding location/set-up. All vendors, merchandise and information distributed are subject to approval by Main Street Enid.

### Please include (or e-mail to us):

- Copy of your current City of Enid **Mobile Food Vendor License**  
Contact Vanessa Burchardt, 580-616-7213
- Copy of your current Oklahoma State **Department of Health License**  
Vendors are responsible for meeting the Garfield County Health Dept requirements, 580-233-0650, x126
- Copy of your current Oklahoma **Sales Tax Permit**  
Vendors are responsible for collecting and paying sales tax
- Certificate of Insurance**, general liability policy with \$1,000,000.00 per occurrence, \$2,000,000.00 general aggregate limits, naming **Main Street Enid, Inc.**, Garfield County and the City of Enid as **additional insureds**.
- Payment**; \_\_\_\_\_ \$55 non-partners, \_\_\_\_\_ \$15 partners, \_\_\_\_\_ check enclosed, \_\_\_\_\_ call for credit card

Organization/Business: \_\_\_\_\_ Applicant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Cell phone #: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Description of food: \_\_\_\_\_

Description of your mobile restaurant vehicle (truck, trailer, etc.) : \_\_\_\_\_

Prefer to set up: Concrete / Grass    Need electricity: Yes / No    Special info: \_\_\_\_\_

I hereby certify that the above information is true and correct. I understand that omitting any information or falsifying any part of this application is grounds for denial and/or revocation of this permit.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_