



2018 Taste of Alamance
 April 30th 2018
 5:30pm-8:00pm
 Mebane Arts & Community Center
 622 Corregidor Street, Mebane, NC 27302



Vendor Application Form

Thank you for your interest!

Vendor Name	
Contact Person Name	
Contact Email	
Contact Phone	
<i>Physical Address</i>	
City, State, ZIP	
<i>Mailing Address</i>	
City, State, ZIP	
How many servers/staff will you provide? (Limit 4)*	
Taste of Alamance Discount Card <i>Would you like to be a participating vendor?</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>We will honor the following discount:</i>

*Vendors may have up to 4 servers/staff at no cost. Vendors are permitted to have additional servers/staff at the general public ticket price of \$30 per person. Please include your total number here. _____

Return Application to:

Kellee Hawley at khawley@uwalamance.org or
 United Way of Alamance County
 Attention: Kellee Hawley
 220 East Front Street
 Burlington, NC 27215



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Application Questions

1. What kind of cuisine do you serve? What kind of food/beverages does your business plan on serving?

It is important that we carefully layout vendors in the venue space. Please note that you will not be held to your answers and you are permitted to change your menu items.

Examples: Mexican food, mini fish tacos, bite-size cheese enchiladas

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2. Why should the 2017 Taste of Alamance Committee choose your business to represent Alamance County at this event?

We hope to use your answers as 2017 Taste of Alamance marketing and promotional items.

Examples: Our chef is a proud graduate of the Alamance Community College culinary program; We have become a local favorite over the past 15 years, hosting countless parties to celebrate birthdays, retirements, anniversaries, etc.; We serve locally sourced foods; We pride ourselves on having a close-knit staff—all of whom live in Alamance County!

3. Is there anything else you would like to share with the committee?

Examples: Customer service is extremely important to us—we won an award for it in 2014; We sponsor multiple events yearly for local non-profits, as giving back to the community is important to us.

Signature: _____

Date: _____



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Event Information & Expectations

Event Information:

- Set up begins at 2:30pm.
- VENDORS MUST BE COMPLETELY SETUP AND READY BY 4:30PM ON MONDAY APRIL 30TH, 2018.
- The event runs from 5:30pm-8:00pm.
- Staff and/or servers are required to stay for the entire event and are expected to leave your tables/area free of garbage at the conclusion of the event.

Taste of Alamance Will Provide:

- 2- tables (6-8 feet)
 1. one for display
 2. one for supplies
- Garbage cans around the venue during the event.
- Dumpsters for any and all garbage disposal before, during, and after the event.
- Promotion of the event with your logo/name on our website, social media, and any other marketing materials (with permission).
- Volunteers to assist with garbage collection, etc.

The Vendor Will Provide:

- Logo e-mailed to Kellee Hawley at khawley@uwalamance.org
 - Insurance information*
 - Alcohol permit and liquor liability insurance (if serving alcohol)*
 - Food/Beverage for tasting (300 samples – 500 expected attendance)
 - Paper products to serve food/drink items
 - Certificate of Insurance for the following that apply:
 1. General Liability with waiver of subrogation
 2. Workers Compensation with waiver of subrogation
 3. Liquor Liability – if providing alcohol
 - Business cards, menus, promotional items, and/or coupons at your discretion
 - Up to 4 servers/staff
 - Additional servers are permitted at a cost of the ticket price of \$30 per person.
- ★ Optional: Items like gift cards, t-shirts or other swag to be used as giveaways throughout the event.



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Insurance Requirements

Upon approval of your application, insurance information is required.

Please send this information to your insurance provider to ensure we receive appropriate coverage details.

Certificate of Insurance must be provided detailing the below coverage:
 The COI MUST list *United Way of Alamance County* as Additionally Insured.

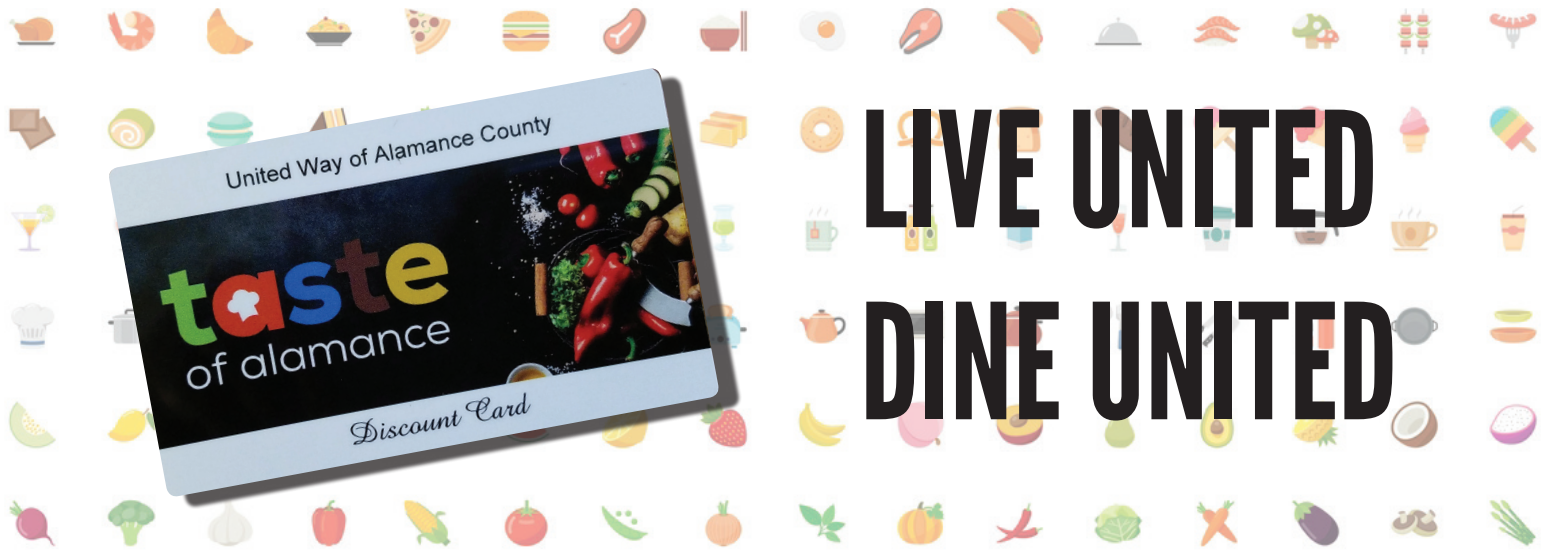
	EACH OCCURANCE	AGGREGATE
GENERAL LIABILITY Bodily Injury & Property Damage Combined Single Limit	\$1,000,000	\$2,000,000
LIQUOR LIABILITY <i>If you are providing alcohol</i> Bodily Injury & Property Damage Combined Single Limit	\$1,000,000	\$1,000,000

Alcohol Permit - United Way of Alamance County will obtain an ABC permit for Taste of Alamance for April 30th, 2018. You must submit your liquor liability insurance in order to serve alcohol.

Additional Insured Information:
 United Way of Alamance County
 220 East Front Street
 Burlington, NC 27215

Completed Certificate of Insurance may be sent to:
 Kellee Hawley – United Way of Alamance County
khawley@uwalamance.org

For Questions/Concerns Contact:
 Community Outreach Coordinator
 United Way of Alamance County
khawley@uwalamance.org
 (336) 438-2000



LIVE UNITED DINE UNITED

You'll want to be included on the Taste of Alamance Discount Card!

Promote your business as well as the annual Taste of Alamance.

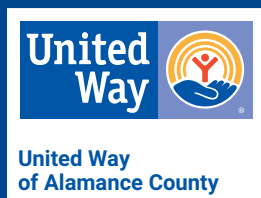
Partnering with us is easy. All you have to do is offer
a discount to card holders.

Some suggestions are:

- 10% off total purchase
- \$2.00 off a large ITEM
- FREE drink with purchase of an ITEM

Simple as...

- *Honor the discount you've chosen*
- *Display the window cling*
- *Use the QR code to see how your business is being promoted*



If you have questions or would like to be included on the United Way Discount Card please contact Kellee Hawley at 336-438-2000 or khawley@uwalamance.org.

uwalamance.org