

# ***WELCOME VENDORS***



## **KOREAN BBQ FESTIVAL-ATLANTA**

IN CONJUNCTION WITH WORLD HANSIK FESTIVAL

**When: Saturday, September 7, 2019**

**Where: Blackburn Park (Brookhaven, GA)**



In Conjunction with The World Hansik Festival



# KOREAN BBQ FESTIVAL ATLANTA

Sep 7, 2019 Saturday 11am-7pm

Blackburn Park, Brookhaven GA



Foods



American Bands & K-pop



Art & Crafts

Host by



Organize by

KARA SE USA / YMG Entertainment / Golden Productions

Visit

[www.koreanbbqfestival.com](http://www.koreanbbqfestival.com)

Contact us

[karaseusa@gmail.com](mailto:karaseusa@gmail.com) / 770. 864. 5952



**2019 Korean BBQ Festival – Atlanta Vendor Sheet****1. Vending Fees are as follows:**

Type	Rate	Condition	Package Include
Food Vendor	\$800	Non-KARA/GRA member	two (2) 10x10 tents, two (2) 3x8 table, two (2) chairs, one (1) 110 20-amp circuit
	\$600	KARA / GRA member	two (2) 10x10 tents, two (2) 3x8 table, two (2) chairs, one (1) 110 20-amp circuit
Small Food Vendor	\$300	with own equipment	None
Non-Food Vendor	\$250	with own equipment	One (1) 110 20-amp circuit
	\$350		One (1) 10 x10 tent, one (1) 3x8 table, two (2) chairs, one (1) 110 20-amp circuit
Additional Power	\$200		One (1) 110 20-amp circuit
	\$300		One (1) 240 30-amp circuit

**2. Eco-Friendly Vendor/Merchant will be required to adhere to the following regulations. During the event, each booth/station/tent will be monitored for compliance.**

- Environment friendly food container and bags are recommended.
- Straws to be kept to a minimum (can be given to attendees upon request).
- Serving containers and paper napkins must be compostable.
- Cups must be #1 recyclable or compostable.
- Avoid condiments in packets and use squeezable bottles or pumps.
- Vendor must use non-toxic cleansers.
- Break down cardboard boxes and place in recycle bins at the rear of the park.
- Food Vendors must have mat or plastic flooring under tented area.
- Food vendors will only be allowed to sell water, tea, and lemonade.

**3. Day of Load In there is a \$300 refundable trash deposit.**

- This is returned at Load Out inspection.
- All vendors are responsible for the trash within their space.
- There will be a trash container on site

**4. Fill-out application and pay vendor fee by August 23<sup>rd</sup>, 2019.**

Paperwork required items will include:

- Signed Agreement
- Certificate of Insurance
- Permits (County, City and Fire; that apply)

**5. Insurance**

Each vendor/merchant will be required to carry Commercial Liability Insurance provided by a Primary Commercial Liability Company or in combination with a Commercial Umbrella Liability policy in the minimum amount of \$2,000,000 (\$1,000,000 for non-food) for Bodily Injury or Property Damage Liability Combined

**Brookhaven Fire Marshal requirements**

An administrative permit is required for your temporary sales operation.

The requirements for tents shall comply with 2012 International Fire Code, Chapter 31, Tents and Other Membrane Structures which includes the following items:



- The aggregate area of multiple tents placed side by side without a fire break clearance of 12 feet (3658 mm), not exceeding 700 square feet (65 m<sup>2</sup>) total per 2012 International Fire Code, Section 3103.2
- You are required to have a 2A10BC fire extinguisher that has been serviced at least one year of the service tag
- Open flame or other devices emitting flame, fire or heat or any flammable or combustible liquids, gas, charcoal or other cooking device or any other unapproved devices shall not be permitted inside or located within 20 feet (6096 mm) of the tents or membrane structures per 2012 International Fire Code, Section 3104.7. This includes vehicles, such as food trucks, generators, temporary electrical extension cords, food warming devices such as stern smoking and the alike
- Provide documentation that your tent complies with 2012 International Fire Code, Section 3104.2, Flame propagation performance treatment. In layman's terms, tent is required to be flame resistant
- Refer to the following website to find more information: [www.brookhavenga.gov](http://www.brookhavenga.gov)

## **KOREAN AMERICAN RESTAURANT ASSOCIATION, SE USA (KARA) EVENT VENDOR/MERCHANT AGREEMENT -TERMS AND CONDITIONS**

### **Additional Rules and Regulations**

- This is a rain or shine event; the KARA and City of Brookhaven is not responsible for any fees you may have incurred in connection with this event.
- You must have a proper health permit. Vendors/Merchants are responsible for health department approved flooring, if applicable.
- You must have a permit from the City Fire Department
- Booth/Tent space may not be subleased or combined with a business other than the company doing- business-as (DBA) named on the agreement. This includes other operating business owned under the same corporation operating under a different DBA. NOTE: Unless prior approval has been granted by the Center.
- Vendors/Merchants are responsible for breaking down, clearing cardboard boxes and stacking them in the designated areas for removal.
- No soliciting of event patrons by use of bull horns, oral solicitation, customer incentives or perceived added value in exchange for business.
- No motorized vehicles are permitted during event hours. We recommend using dollies, carts, etc.
- Vendors are responsible for transporting grease, coals, and grey water to the predetermined disposal site.
- Cleaning of cooking equipment is to be done off site.
- Rolling carts must be placed on protective mats to prevent damage to the campus grounds.
- Vendor/Merchant to provide all necessary tools to deliver their product and garbage receptacle.
- Vendor/Merchant is responsible for any damage done to the brick pavement in and around the set-up site. To mitigate potential harm mats/protective covering shall be placed beneath the wheels and support bars.
- Arrangements must be made to bring in product throughout the day, if needed.
- Please note that mobile units cannot leave event space until the end of the day activities.

**Product Guidelines and Limitations**

- Vendors/Merchants can only sell what has been approved in advance. Vendors may give away non-food items (t- shirts, hats, etc.). EXCEPTION: Approved vendors/merchants may provide food-tastings (small portions).
- Vendors/Merchants may sale bottled beverages (e.g. water, tea, lemonade); the sale of alcohol is prohibited, except alcohol vendor. If vendor/merchant is approved to sell non-alcoholic beverages, beverages must be served in a cup.
- Vendors/Merchants may not sell any item relating to or in connection with drug paraphernalia, tobacco products or weapons.

**Food Vendors**

- Vendors will be allowed to offer 3-10 individually priced and unique items. Food items should allow for quick preparation in order to accommodate the crowd. The goal is great food and service at a reasonable price.
- Rolled roofing must be placed under all food booths/stations. In addition, plywood and rolled roofing must be placed under all grills, cooking equipment and grease/gray water containers
- Vendors are responsible for transporting grease, coals, and grey water to the pre-determined disposal site.
- Cleaning of cooking equipment is to be done off site.
- Rolling carts must be placed on protective mats to prevent damage to the campus grounds.
- Vendor/Merchant to provide all necessary tools to deliver their product e.g. tents counter/table, two (2) chairs, exterior signage, one (1) 110 20-amp circuit (additional power is an additional fee) and garbage receptacle. KARA will assign site locations.
- Vendor/Merchant is responsible for any damage done to the pavement and grass in and around the set-up site. To mitigate potential harm mats/protective covering shall be placed beneath the wheels and support bars.
- Arrangements must be made to bring in product throughout the day, if needed.
- Please note that mobile units cannot leave event space until the end of the day activities.

**Booth/Tent/Station Signage**

Vendor/Merchant may bring signage for their assigned space only. – must be in keeping with the Korean BBQ Festival – Atlanta theme.

**Indemnity/Hold Harmless Provision**

The Vendor/Merchant shall defend, indemnify and hold the KARA, its officers, employees and volunteers harmless from any and all claims, damages, losses or suites including attorney fees, arising out of or in connection with the performance of this Agreement.

**Termination for Cause**

It is expressly understood and agreed that, without prejudice to any rights and remedies that may be available to the KARA, in the event of any breach or failure to perform by Vendor/Merchant one or more of the terms and conditions of this Agreement, the KARA may terminate this Agreement by so notifying the Vendor/Merchant and may refuse to allow the Vendor/Merchant to take possession of the premises or if already in such possession, may stop all activities of Vendor/Merchant on premises and oust the Vendor/Merchant from the premises. Should the premises be made impractical for use by any cause, the KARA may, at its discretion, terminate and void this Agreement, and the Vendor/Merchant expressly waives any and all claims for damage or loss of profit or other compensation should this Agreement be terminated.

## Event Application And Vendor/Merchant Agreement Form

EVENTNAME: Korean BBQ Festival - Atlanta

VENDOR NAME: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

INSURANCE CARRIER: \_\_\_\_\_

VENDOR/MERCHANT TYPE: **Please check all that apply**

Food/Beverages  Merchant/Retail  Nonprofit

Info/Promo/Sponsor

VENDOR OUTDOOR SPACE & SET-UP: *the event organizers will make accommodations based upon the event policies, Procedure and Logistics necessary for the overall event.*

Load In: \_\_\_\_\_ Load Out: \_\_\_\_\_  
 (Load-in 6:00 AM TO 9:00 AM & Load-out 7:00PM TO 9:00AM)

VEHICLE UNLOADING ACCESS: Number of vehicle driving into the venue to unload

**Mobile Units:**

Please list type of mobile unit include, but not limit to, food truck, push carts, trailers and display/sponsor vehicles. Please describe any and all mobile units will be set up/or service in your vendor space. Only vehicles necessary to vending operations will be permitted to remain at the venue once the event starts. All other personal or storage vehicles will need alternative parking arrangements

Mobile Unit Type	Service Side
_____	_____
_____	_____

**Utilities and Amenities:** all cord are the responsibility of the Vendor/Merchant.

**Power Connections:**

110V

220V

Please select from the following option that apply

Type	Rate	Condition	Package Include	Check
Food Vendor	\$800	Non-KARA/GRA member	two (2) 10x10 tents, two (2) 3x8 table, two (2) chairs, one (1) 110 20-amp circuit	<input type="checkbox"/>
	\$600	KARA / GRA member	two (2) 10x10 tents, two (2) 3x8 table, two (2) chairs, one (1) 110 20-amp circuit	<input type="checkbox"/>
Small Food Vendor	\$300	with own equipment	None	<input type="checkbox"/>
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	\$350		One (1) 10 x10 tent, one (1) 3x8 table, two (2) chairs, one (1) 110 20-amp circuit	<input type="checkbox"/>
Additional Power	\$200		One (1) 110 20-amp circuit	<input type="checkbox"/>
	\$300		One (1) 240 30-amp circuit	<input type="checkbox"/>

**Total amount:** \_\_\_\_\_

I have read and understand the EVENT APPLACATION, the VENDOR/MEARCHANT AGREEMENT and the agreement terms and conditions

Signature: \_\_\_\_\_  
Vendor/Merchant/Participant

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
KARA

Date: \_\_\_\_\_