

## MAIN STREET COWBOYS

FOOD VENDORS APPLICATION PendletonRound-Up Week September 11 – 15, 2018 (Tues thru Sat) Set – upTuesday after noonPLEASE TYPE OR PRINT

BUSINESS NAME: \_\_\_\_\_ CONTACT PERSON \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
 PHONE: \_\_\_\_\_ VEHICLE LIC #: \_\_\_\_\_ E-MAIL \_\_\_\_\_

A COPY OF LIABILITY INSURANCE COVERAGE MUST ACCOMPANY ALL APPLICATIONS.

FOOD TYPES: \_\_\_\_\_

**Food vendors must supply a complete menu with Price list.**  
**Items not listed on the menu cannot be sold or displayed.**

Note: 15% of Gross sales will be collected NIGHTLY! (WEDNESDAY ---- SATURDAY)

**TAPE CASH REGISTERS MUST BE USED. (NO EXCEPTIONS!)****MUST STAY AT BOOTH TILL YOU ARE COLLECTED FROM EACH NIGHT**

PLEASE INDICATE WHICH: TENT \_\_\_\_\_ TRAILER \_\_\_\_\_ OTHER \_\_\_\_\_  
 SPACE SIZE NEEDED 10' X 10' - VACANT SPACE (\$300.00) \$ \_\_\_\_\_  
 10' X 20' - VACANT SPACE (\$450.00) \$ \_\_\_\_\_  
 LARGER SPACES MUST BE NEGOTIATED WITH VENDOR DIRECTOR \$ \_\_\_\_\_  
 Special requests for end or corner booth spaces 10' X 10' ADD (\$50.00) \$ \_\_\_\_\_  
 Send photo or sketch of layout. 10' X 20' ADD (\$100.00) \$ \_\_\_\_\_  
**220 Electrical Service (if necessary) - Check one: 30Amp 50Amp** (\$50.00) \$ \_\_\_\_\_  
 TOTAL CHECK AMOUNT \$ \_\_\_\_\_

**\*\*\*PLEASE NOTE: ONLY CASH, CERTIFIED CHECK OR MONEY ORDERS WILL BE ACCEPTED!!\*\*\*\***

Please enclose both application and Certified check or money order with correct amount and mail to:  
 Main Street Cowboys-Attn: Chuck Coonfield - Food Director: Chuck Coonfield Cell# 541-310-1313  
 Or Michael Swanson Cell # 541-429-1065

P.O. Box 1002 Pendleton, OR 97801

On the application, your Round-Up business location will be just Main Street Vendors will not be permitted to set up  
 booths without PAID MSC Application, & Health Dept.- food handlers permit, proof of Insurance etc.

Additional needs or general comments: \_\_\_\_\_

This application is subject to the attached Main Street Show/Market Requirements, Directions & Liabilities

SIGNATURE OF APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT NAME (legibly): \_\_\_\_\_

ALL FEES ARE NON-REFUNDABLE. THERE WILL BE A \$25.00 FEE FOR ALL NSF CHECKS.  
 Main Street Cowboys ♠ P.O. Box 1002, Pendleton OR 97801 ♠ Phone 541-278-9332/Fax 541-276-3901  
 e-mail: [mainstreetcowboys@wtechlink.us](mailto:mainstreetcowboys@wtechlink.us) website: [www.mainstreetcowboys.org](http://www.mainstreetcowboys.org)

# MAIN STREET SHOW / MARKET

## REQUIREMENTS, DIRECTIONS & LIABILITIES

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### ALL VENDORS –

**A COPY OF LIABILITY INSURANCE COVERAGE MUST ACCOMPANY ALL APPLICATIONS.**

All Vendors must secure their tents, awnings, covers, tarps, etc., with sandbags or cement blocks to be provided by the vendor. **Nothing** can be fastened to the streets, or light posts. We are very proud of downtown and appreciate your understanding, support and compliance with this matter.

**\* Vendors must NOT use ANY utility without approval and MUST BE accompanied by a Main Street Cowboy. \* Power provided will be 110 volt / 20 amps at no charge. Special power requirements (220V) must be stated on the application.**

**NOTE: All vendors must meet the electrical safety requirements for "Carnivals, Circuses, Fairs, and Similar Events" as stated by the Oregon Building Codes Division, Article 525, specifically the Vendors section. (See grounding, GFCI)**

\* Vendor **must supply** the extension cords/cables (that are up to code) **to our outlets.**

\* Tow vehicles will not be permitted on Main Street. Parking is available off street.

\* Parking (minimal fee) is available at the Salvation Army Parking Lot with a **Vehicle ID Parking Pass** by contacting your Vendor Director, the Main Street Cowboy **in charge** of the lot, or at our information booth.

**\*Vendors must not place any equipment on the street/lot without protecting the surface from potential leaking fuels/oil/grease. Grease /pig mats can be obtained thru the MSC. Please see your food director for materials/prices. NO FRYERS TO BE USED UNDER TENTS OR CANVAS COVERS.**

\* Vendors must provide for a complete clean up and removal of **all** debris, including petroleum products.

\* Nothing will be allowed to be sold that can be used as a weapon.

\* Nothing that can be construed as lewd, profane or obscene will be allowed to be dispensed or sold.

\* The use of alcohol or drugs is strictly prohibited.

\* Absolutely no firearms will be allowed.

**PLEASE COORDINATE ALL REQUESTS FOR ASSISTANCE THROUGH THE INFORMATION TENT AT THE CORNER OF MAIN ST. AND COURT ST., OR CONTACT A MAIN STREET COWBOY!**

### CITY OF PENDLETON FIRE DEPARTMENT REQUIREMENTS – New Rules Effective April 1, 2007:

1. All Fire Hydrants are to remain clear - **No obstructions, maintain a 10 foot clearance!**

2. Fire Lanes are to remain open **24 hours a day** - No parking, **UNLOADING**, or stopping in the Fire Lane.

**3. All Vendors are required to have one 2A:10B:C FIRE EXTINGUISHER – NO EXCEPTIONS! Vendors that contain cooking operations that use or generate oils and grease must have a minimum 1.5-gallon (6L) Type K Fire Extinguisher. Other types of cooking require a 40B:C rated Fire Extinguisher. All extinguishers must have had an annual maintenance within the past 12 months. The annual maintenance tag must be attached to the extinguisher.**

4. All Vendors using **PROPANE** must meet the **National Gas Code** - **NO HOME-MADE UNITS ALLOWED.** All **PROPANE** cylinders must be securely supported.

5. All "booths", tents, tarps, flies, that are used with open flame cooking or other activities, **MUST** use approved fire retardant materials.

6. All Vendors are required by City law to remove trash **DAILY!** (Main Street Cowboys may request a more frequent removal schedule.)

7. All structures must have "NO SMOKING" signs posted inside.

**"Wet" garbage must be bagged in appropriate bags. Care must be taken not to allow leaking bags. All cardboard must be broken down, flattened and stacked outside of the dumpsters.**

**All grey water** must be collected in appropriate closed containers fitted with RV type quick -connections. (No grey water is to be collected in open containers or dumped into storm/street drains!) Main Street Cowboys will arrange for proper dumping procedures/locations. Acceptable containers will be available for purchase, if you arrive without one.

**All liquids** must be contained. No leaking hoses, drains, garbage/wastewater holders.

**ALL VENDORS MUST BE CLOSED AT MIDNIGHT SATURDAY FOR US TO BREAKDOWN & CLEAN UP.  
ALL POWER WILL BE CUT OFF AT 1:00 AM!**

## **FOOD VENDOR INSTRUCTIONS**

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\* Food vendors must be in compliance with Oregon Health Division regulations and must have a copy of the required License **BEFORE** being allowed to serve.

\* For those vendors who do not possess a **“Temporary Restaurant License”**, we have included an Application. You must submit this application with the proper fee to the address shown on the form. **Remember - Each** operation must have **at least one staff member** with a **valid Food Handler Card** on site at all times during operations.

### **WAIVER AND INDEMNITY AGREEMENT**

The undersigned, in consideration of the privilege of participation in the Main Street Show/Market, (hereinafter the “Show”), hereby waives any claim for damages for negligence or other act or omission of the Main Street Cowboys, City of Pendleton, Oregon, or any other sponsor of the Show, and any officer, employee, agent or volunteer of said sponsors, in connection with the Show.

The undersigned further agrees to indemnify and hold harmless said organizations and persons from any and all damages or expenses relating to claims made by or on behalf of the undersigned, or any minor child, ward or other family member of the undersigned, or if the undersigned is an organization, from claims made by or on behalf of members, agents, or volunteers of the undersigned, and from any claim arising from the acts or omissions of the undersigned and minor child, ward, or any other family member of the undersigned, or if the undersigned is an organization, from such acts or omissions of any member, agent, or volunteer of such organization, related to said Show.

**I HAVE READ AND UNDERSTAND THE VENDOR REQUIREMENTS, DIRECTIONS & LIABILITIES FORM. MY BUSINESS/EMPLOYEES WILL COMPLY WITH THE ABOVE RULES. I UNDERSTAND THAT IF ANY OF THE ABOVE RULES ARE NOT FOLLOWED, I WILL BE ASKED TO LEAVE AND THAT ALL COSTS FOR DAMAGE REPAIRS (SUCH AS TO, BUT NOT LIMITED TO, THE STREETS, SIDEWALKS AND/OR LIGHT POSTS, ETC.) WILL BE MY RESPONSIBILITY.**

\_\_\_\_\_  
PRINT BUSINESS NAME

\_\_\_\_\_  
AUTHORIZED APPLICANT SIGNATURE

\_\_\_\_\_  
DATE

#### **Please provide a signed copy of:**

\*signed application (with payment)      \*State food Handlers Permit      \*Copy of Liability Insurance  
\*State Temporary Restaurant License      \*Menu w/site layout      \*Permit to operate Application to  
**the appropriate Main Street Food director before or upon your arrival.**

**Food Vendor Director: Chuck Coonfield – Phone: 541-310-1313 ▪ E-mail: [cubbe17@gmail.com](mailto:cubbe17@gmail.com)**  
Michael Swanson - Phone: 541-429-1065 E-mail: [idealcutz@wtechlink.us](mailto:idealcutz@wtechlink.us)

**Crafts/Commercial Vendor Director: Johnny Blagg– Phone: 541-969-0732 ▪ E-mail: [m.sc.Johnny@wtechlink.us](mailto:m.sc.Johnny@wtechlink.us)**

**Main Street Cowboys \* PO Box 1002 \* Pendleton, OR. 97801 \*  
Phone/Fax 541-278 - 9332**

**E-mail: [mainstreetcowboys@wtechlink.us](mailto:mainstreetcowboys@wtechlink.us)      Website: [www.mainstreetcowboys.org](http://www.mainstreetcowboys.org)**

(Rev. 02/21/18)