



51st Annual Boerne Berges Fest

June 16, 17, 18, 2017

Herff Park/Kendall County Fair Grounds

1307 River Road
Boerne Texas 78006

www.BergesFest.com

concessions@BergesFest.com

2017 Berges Fest Vendor Fee Pricing

FOOD VENDORS

10 X 10	\$300.00
10 X 20	\$475.00
Food Truck	\$250.00

Price includes county food permit fee

CRAFT VENDORS

Inside	10 X 10	\$125.00
	10 X 20	\$175.00
Outside	10 X 10	\$150.00
	10 X 20	\$200.00

Payment of Half the fee listed will reserve your booth space, PAYMENT IN FULL IS DUE BY JUNE 1ST or your deposit will be forfeited and your spot given away.

Reservation fee is non-refundable, unless event is cancelled by the Boerne Berges Fest Association.

www.BergesFest.com
concessions@BergesFest.com

Boerne Berges Fest Vendor Booth Rules

Operating hours-

Set Up	Food Booth Health Inspection	Friday	Saturday	Sunday
Friday 8am till 2pm	Friday 2 – 5pm	5pm till Midnight	10am till Midnight	Noon till 6 pm

- All Vendors are requested to be open during these times, However you may open earlier and stay longer, or close earlier depending on attendance.
- **NO SET UP WILL BE PERMITTED TO START AFTER 3PM ON FRIDAY TILL NOON ON SATURDAY**

Food Vendors

1. Hot water must be supplied by the vendors for their use in clean up. Cold water will be provided. Each booth must have Three (3) washing containers, such as plastic dishpans, for washing hands and keeping utensils clean. **PLEASE READ AND FOLLOW THE ATTACHED REQUIREMENTS REQUIRED BY THE CITY OF BOERNE AND THE KENDALL COUNTY HEALTH INSPECTOR.**
2. All state and local health permits must be obtained from the proper authorities. A health official will be on the premises throughout the festival.
3. The vendor for each booth will supply one 5-pound ABC fire extinguisher for each booth rented. Fire department officials will be on the premises throughout the festival.
4. Two (2) 110-volt electrical outlets will be provided for each booth. Refrigerators will be allowed in the food booths. Maximum electrical consumption for each booth will be 20 amps.
 - **No sodas or water can be sold. No Bratwurst served by itself or on any type of combo plate.**

Craft Vendors

1. There will be **LIMITED** use of the electrical outlets that are in place.
 - Vendors may be asked to disconnect or turn off some items if Breakers are being tripped
 - Vendors are encouraged to use Compact Fluorescent Light Bulbs or other low wattage type lighting not to exceed 150 watts max for all.
 - Extension cords must not exceed 100 feet and should not cause a trip hazard.
2. No tents will be provided for use during the festival. Vendors are required to provide a canopy or appropriate covering. Vendors must supply own tables, chairs, packing materials, backdrops, equipment, electrical extension cords, tablecloths, floor covering, etc.
3. At their discretion Boerne Berges Fest Directors can ask for items to stop being sold.
Example of items prohibited from being sold:
 - Laser pointers or any item with laser pointers built in
 - "Poppers", Stink bombs, Silly string, or any item that will be left on the ground
4. **No sodas or water can be sold.**

Boerne Berges Fest Vendor Booth Rules Cont.

All vendors

1. Any Vendor using and or selling a product that requires ice **must purchase the ice from the Boerne Berges Fest Association.**
2. All waste materials will be disposed of properly. There will be no dumping of any grease, water, ashes, etc. on the grounds. You will be responsible during the Fest to maintain the area surrounding your booth. Failure to do so may result in closing of your booth.
3. Each vendor must take reasonable care of the Boerne Berges Fest (BBF) and other property.
4. Payment in full must be received by the BBF either in cash or cleared check before a reservation can be issued. Upon a successful payment a confirmation letter will be sent with proof of payment and additional information. Payments are non-refundable after acceptance of space unless event canceled by the BBF. No rain checks will be issued.
5. Vehicle traffic will be allowed in the area of the booths only for loading and unloading of equipment and supplies. One vehicle pass per booth will be issued at check in allowing for temporary parking. Vendors will be asked to move vehicles one time only before being towed at the owner's expense. Unauthorized vehicles, trucks, and trailers will be towed at the owner's expense. Vehicles or trailers of any type or style allowed around the Booth lactations only with the approval of the Boerne Berges Fest Association.
6. Each vendor must have a **SALES TAX ID NUMBER OR EXEMPTION CERTIFICATE** and any Health Department permits that might be required by law and must be displayed in plain view throughout the festival.
7. In the event of rain, no hay or other material can be place on the ground in or around booths.
8. No sound equipment such as PA systems, CD or Radio players allowed.
9. Security will be provided overnight on Friday and Saturday nights by the BBF Association. However, the association assumes no risk of loss of vendor's property. Vendors are advised to properly secure their property.
10. Festival workers are all volunteers. Any disrespect shown to festival workers will cause you to be removed from the festival.

ANYONE IN VIOLATION OF RULES AND REQUIREMENTS WILL BE ASKED TO LEAVE THE FESTIVAL WITHOUT REFUND OF ENTRY FEE.

- *Boerne Berges Fest Association will not be liable for loss or damage to Vendor's booth, equipment, or other property, nor will the Association be liable for injury to any Vendor, participant, or third party.*
- *Regardless of how such loss, damage, or injury is occasioned and by whom, said Association shall be indemnified and saved harmless from any and all claims, suits, or judgments brought by anyone as a result of such loss, damage or injury.*
- *Vendor retains responsibility and assumes all risk of loss and/or damage onsite or in connection with transportation, display, storage, and sale of merchandise at Berges Fest.*
- *The Boerne Berges Fest Association and the Kendall County Fair assume no liability for vendor merchandise or equipment that is lost or damaged due to circumstances beyond their reasonable control.*
- *Boerne Berges Fest Association assumes no liability for products sold by Vendors.*
- *The Boerne Berges Fest and its representatives are in no way responsible for any action of vendors or their helpers.*
- *Vendors agree to indemnify and hold harmless the Boerne Berges Fest Association and the Kendall County Fair from any and all liability.*

Boerne Berges Fest Vendor Application

www.BergesFest.com or www.Facebook.com/BergesFest

This application must be submitted and verified by concessions Director.
concessions@BergesFest.com

Organization or Individual Name: _____

Contact Name: _____ **Phone:** _____

E-Mail Address: _____

Mailing Address: _____

City: _____ **State:** _____ **ZIP:** _____

Phone: _____ **Contact:** _____

Items to be Sold: *****COMPLETE ITEMS TO BE SOLD FORM*****

Special Physical Requirements Desired: _____

Any deviation from above without approval is cause for cancellation of this contract. Payment of Half the fee listed below will reserve your booth space, PAYMENT IN FULL IS DUE BY JUNE 1ST or your deposit will be forfeited and your spot given away. Reservation fee is non-refundable, unless event is cancelled by the Boerne Berges Fest Association. Boerne Berges Fest will make every effort to meet your booth requirements. No booth may be set up before Friday morning without prior approval from the concession committee. We reserve the right to disapprove any application that is deemed not in the best interest of the Boerne Berges Fest.

Craft Booth Fees Outside		Craft Booth Fees Inside	
10 X 10	10 X 20	10 X 10	10 X 20
\$150.00	\$200.00	\$125.00	\$175.00

Food Booth Fees	
10 X 10	10 X 20
\$300.00	\$475.00

Food Truck/Trailer
10X30
\$250.00
Must have own Power

Mail Application and Fee To: (health department permit fee is included in price for food vendors)

**Boerne Berges Fest
 Concessions Director
 P.O. Box 748
 Boerne, TX 78006**

Pay Online at: www.BergesFest.com

GENERAL RELEASE: THE UNDERSIGNED DOES HEREBY AND FOREVER DISCHARGE THE BOERNE BERGES FEST ASSOCIATION OF AND FROM ALL MANNER OF ACTIONS, SUITS, DAMAGES, CLAIMS, AND DEMANDS WHATSOEVER IN LAW OR EQUITY, FROM ANY LOSS OR DAMAGE TO THE UNDERSIGNED'S PROPERTY WHILE IN THE POSSESSION, SUPERVISION, OR AUSPICES OF THE BOERNE BERGES FEST ASSOCIATION, IT'S AGENTS, REPRESENTATIVES OR EMPLOYEES. I FURTHER AGREE THAT I HEREBY GRANT THE BOERNE BERGES FEST AND ITS LEGAL REPRESENTATIVES AND ASSIGNEES THE IRREVOCABLE AND UNRESTRICTED RIGHTS TO USE AND PUBLISH PHOTOGRAPHS OR VIDEO OF THIS ENTRY AND THE ENTRY'S PARTICIPANTS, OR PERSONS ACCOMPANYING IT, FOR PURPOSES OF PUBLICITY, SOLICITATION OF SPONSORSHIP, ADVERTISING, BROADCAST OR CABLECAST ON TELEVISION OR RADIO, DISPLAY ON THE INTERNET, AND ANY OTHER PURPOSE AND IN ANY MANNER OR MEDIUM, OR FOR ANY OTHER PURPOSE, NOW AND IN THE FUTURE, FOREVER, BY THE BOERNE BERGES FEST., WITHOUT ANY NOTICE OR FURTHER COMPENSATION TO ME I HEREBY RELEASE BOERNE BERGES FEST AND ITS LEGAL REPRESENTATIVES AND ASSIGNEES FROM ALL CLAIMS AND LIABILITY RELATING TO SAID PHOTOGRAPHY AND/OR OTHER VIDEO IMAGING PROCESSES.

By signing this form, applicant acknowledges reading all Rules and agrees to abide by all rules set forth in the application

Applicants Signature: _____ **Date:** _____

Boerne Berges Fest Vendor Items To Be Sold

Item to be sold	Approved Yes / No
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No sodas or water can be sold.

At their discretion Boerne Berges Fest Directors can ask for items to stop being sold.

Example of items prohibited from being sold:

- Laser pointers or any item with laser pointers built in
- "Poppers", Stink bombs, Silly string, or any item that will be left on the ground
- Bratwurst served by itself or on any type of combo plate.

Boerne Berges Fest Food Vendors Please complete this Form

Kendall County and City of Boerne Temporary Food Establishment Permit and Compliance Requirements

PERMIT REQUIRED: Each temporary food establishment shall have a valid permit issued by the County Health Officer. \$20.00 non-refundable fee per food booth/unit must be paid at least two days prior to the event. Nonprofit organizations are exempt from payment of the permit fee if they possess a (501-C) exemption from the IRS.

Food Preparation: Food shall be obtained from approved source and be in satisfactory condition. Food shall be prepared only in permitted or licensed establishments. Potentially hazardous foods shall be kept at 41degrees Fahrenheit or lower, or at 135 degrees Fahrenheit or above. Equipment adequate to cook and maintain foods at the required temperatures shall be provided on premises. A properly scaled, metal stem-type thermometer shall be used to monitor the proper internal cooking and holding temperatures or potentially hazardous foods. Packaged food shall not be stored in direct contact with water or undrained ice if the food is subject to the entry of water. No pets or children are allowed behind food booths or preparation area.

Equipment: Food, utensils, and single service articles shall be protected from contamination during storage, preparation, display and service. Utensils, including ice scoops, shall be provided to minimize handling of foods. Food contact surfaces shall be easily cleanable and washed, rinsed and sanitized as necessary. Three suitably sized basins shall be provided for cleaning equipment and utensils (wash with detergent, rinse and sanitize). Equipment must be cleaned before preparing food.

Personal Hygiene: Personnel shall maintain a high degree of personal cleanliness and conform to good hygienic practices. All personnel shall be free of infections, which may transmit food borne illness. Personnel shall wash their hands as often as needed during food preparation. A hand wash sink or container of water with a spigot, a catch basin, soap and paper towels shall be provided for hand washing. Hair restraints such as hats, hair coverings or nets and clothing that cover body hair are required for all personnel. **No sleeveless shirts are allowed.**

Water: A sufficient supply of water from an approved source shall be provided to prepare food and to clean hands, equipment, and utensils.

Toilet Facilities and Waste Disposal: Conveniently located toilet facilities shall be provided. All sewage and wastewater shall be disposed of through a sewage system according to applicable law. Adequate, covered containers for refuse and garbage shall be provided.

Booth Construction: Subflooring shall be graded to drain and dust shall be controlled. Floors shall be constructed of concrete, asphalt, dirt, or gravel if covered with mats, removable platforms, or other suitable materials approved by the County Health Officer. Ceilings over food preparation areas shall be constructed of wood, canvas, or other materials to protect against weather. Pest (flies, roaches, or rodents) shall be controlled. Doors, walls, screening and other measures shall be required when necessary to restrict the entrance of flying insects.

Advisory: Section 229.170 of Texas Food Establishment Rules provides that “The regulatory authority may impose additional requirements to protect against health hazards related to the conduct of the temporary food establishment, may prohibit the sale of some or all potentially hazardous foods, and when no health hazard will result, may waive or modify requirements of these rules.” Failure to comply with these requirements may result in the immediate suspension of the permit and the assessment of penalties as provided by Texas Health and Safety Code, Chapter 437.

PREVENTING FOODBORNE ILLNESS IS A RESPONSIBILITY SHARED BY ALL INDIVIDUALS INVOLVED IN FOOD PRODUCTION, DISTRIBUTION, AND PREPARATION. IF YOU HAVE QUESTIONS, PLEASE CONTACT KENDALL COUNTY HEALTH OFFICER AT (830) 249-9343 EXT. 214.

PRINT NAME: _____

SIGNATURE: _____ DATE: _____

Boerne Berges Fest Health Permit Check List:

- Hair nets / hats
- No sleeveless shirts or tank tops
- No one under 16 / No pets in food booth or preparation area
- Gloves for food preparation and handling
- Hand cleaning station with running water, catch basin, Soap, and paper towels
- Approved water for food preparations, utensil and equipment cleaning
- Utensil cleaning station 3 basins (soap, rinse, bleach)
- Food shall be obtained from approved source and be in satisfactory condition.
 - No pre cooked or packaged food from residents
- Food Storage
 - Cold - 41⁰ degrees or bellow
 - Hot - 135⁰ degrees or above
 - No food in contact with water or undrained ice
 - Equipment adequate to cook / maintain food at the required temperatures
- Clean work area
 - Food preparation area flooring (dirt, grass covered by suitable covering – tarp or wood decking)
 - Food preparation area shall have a roof (tent or canopy) to protect against weather
- Food, Utensils, and single service articles shall be protected from contamination.
- Utensils to minimize handling of food shall be used
- Pest (Fly's, rodents, roaches) shall be controlled
- Fire Extinguisher (5lbs ABC type)

Berges Fest is committed to the safety of our guest. Any food vendor found to be not in compliance with Berges Fest or Kendall county health department rules will be asked to close and leave the event.

Parking

Once the Festival has opened, there will be limited access by vendors. Access MAY be granted by the Concessions and/or Parking & Security Director on an as needed, case by case basis.

- Vehicle traffic will be allowed in the area of the booths only for loading and unloading of equipment and supplies.
- One vehicle pass per booth will be issued at check in allowing for temporary parking.
- Vendors will be asked to move vehicles one time only before being towed at the owner's expense.
- **Unauthorized vehicles, trucks, and trailers will be towed at the owner's expense.**
- Vehicles or trailers of any type or style allowed around the Booth locations only with the approval of the Boerne Berges Fest Association.

PLEASE LIMIT UNNECESSARY TRAFFIC IN ORDER TO INSURE THE SAFETY OF OUR PATRONS.

BARRICADES ARE TO BE MOVED ONLY WITH PRIOR APPROVAL AND PUT BACK IN PLACE IMMEDIATELY.

Parking and Security Director / Concessions Director or any Berges Fest Board member may have a vehicle towed at any time if it is deemed to be a safety hazard or is in any unauthorized location.

Electricity

There will be **LIMITED** use of the electrical outlets that are in place.

- Vendors may be asked to disconnect or turn off some items if Breakers are being tripped
- Vendors are encouraged to use Compact Fluorescent Light Bulbs or other low wattage type lighting not to exceed 150 watts max for all.
- Extension cords must not exceed 100 feet and should not cause a trip hazard.
- **DO NOT** plug in to outlets that are in the trees.
- **DO NOT** plug in to any outlet that is under the main tents.

Food “Trucks” must use generators or have their own power.

All waste materials will be disposed of properly. There will be no dumping of any grease, water, ashes, etc. on the grounds. You will be responsible during the Fest to maintain the area surrounding your booth. Failure to do so may result in closing of your booth.

For any questions contact Vendor Director:
Bonnie Pritchett – bonnie@bergesfest.com