FOOD/ALCOHOL VENDOR AGREEMENT

*Due to city regulations regarding permits, agreements must be submitted prior to August 1st*

Attendance Estimate: 2,500

FOOD VENDORS

Food vendors at Foodstock will have the opportunity to sell any variety of food prepared off site at our event from 11 am-8 pm.

- Food Passes will be given to our event sponsors (two meal vouchers) and our volunteers (one meal voucher) that they can redeem at their choice of vendor.
- All other food sales at your vendor booth will go directly to you.

- City Requirements
  - Every food vendor must possess a current Columbia Business License.
  - Vendors need to submit a copy of your current insurance, naming the City of Columbia and Serve It Up CoMo as additional insured.
  - The Health Department will conduct an on-site inspection. You will be responsible for the $30 fee.

- There will be no power in the field on site, but vendors are allowed to bring generators for their own source of power.

- Location:
  - Food vendors will be located at the East end of the Corporate Lake field along John Garry Drive.
  - 30 minute loading and unloading parking will be located along John Garry Drive at our East exit.

- Food Allergies
  - It is your responsibility for your staff to be well-educated on the allergens that may be contained in your food if a customer inquires.

- You may have a tip jar, and are welcome to donate a portion or all tips back to the event if you choose!
**ALCOHOL VENDORS**

**Alcohol vendors** at Foodstock will have the opportunity to sell any variety of drinks brought to the site including wine, canned beer, draft beer, & mixed drinks (NO GLASS CONTAINERS). Vendors will also provide free drinks to sponsors who are Drink Pass holders who will get two free drinks mix-and-match from various alcohol vendors.

- ALL other drink sales at vendor bar will go directly to vendor.
- Permits & Licenses
  - Every alcohol vendor must obtain a **Temporary Caterer’s Permit.**
  - Every alcohol vendor must possess a current **Columbia Business License.**
- There will be no power in the field on site, but vendors are allowed to bring generators for their own source of power.
- Location & Display
  - Alcohol vendors will be located together in the same 20x40 tent with 1 vendor facing outwards at each end, and 2 vendors facing forward along the front side of the tent for a total of 4 vendors. There will be a shared space to set up coolers/kegs/equipment in the center of the tent.
  - Each vendor will be allotted space for up to 2 8’ tables. **We cannot provide tables.**
  - 30 minute loading and unloading will be available along John Garry Drive at the East event exit.
- You may have a tip jar, and are welcome to donate a portion or all tips back to the event if you choose!

Contact Name:__________________________________________________

Restaurant or Organization:_________________________________________

Email:_______________________________Phone:___________________

Do you possess a current Caterer’s Permit? Yes   No

Do you possess a current Columbia Business License or a temporary license for August 21st? Yes   No

(ALCOHOL VENDORS) Have you secured a Columbia Picnic License for August 21st? Yes   No

(FOOD VENDORS) Provide a basic written version of your menu & pricing or attach a photo with your agreement:
(FOOD VENDORS) Please describe the 3 oz. + sample food item you plan on bringing for Food Pass holders:

____________________________________________________________
____________________________________________________________
____________________________________________________________

(ALCOHOL VENDORS) Provide a list of drinks you plan on serving & pricing or attach a photo with your agreement:

____________________________________________________________
____________________________________________________________
____________________________________________________________

Food Vendor Booth Space

Our vendors will be provided with a 10’x20’ space to set up all catering and event materials. A basic hand drawn blueprint of your setup will help us place you at our event.

Provide additional information or needs for your booth location:
Fee Options (choose one or both for six great causes!):  
- $300 flat fee  
  -OR-  
- 20% of food/drink sales - based on sales documentation following the event

Payment Options:  
- Send invoice to address above  
  - OR -  
- Check enclosed (written to Serve It Up CoMo)

I agree to pay Serve It Up CoMo the amount of the chosen fee option to sell food/alcohol at Foodstock on Monday, August 21st, and to provide free sample food or alcohol to Food and/or Drink Pass holders (detailed above).

I will set up between 8 am and 10 am to be ready to serve by 11 am. I will serve until the fireworks show begins at 8 pm and will not depart early.

Signature: ___________________________________________________________________________________________

Please scan and email or mail this completed form to:  
Serve It Up CoMo  
PO Box 30531  
Columbia, MO 65205

Or getinvolved@servecomo.org

Call/text Molly McMillan at 816-769-9487 with any further questions!