KNOXVILLE RAGBRAI® VENDOR APPLICATION

ORGANIZATION: ☐Commercial Vendor ($650) ☐Non-Commercial Vendor ($350)
☐No Permit Req.'d-Advertising Only ($200) ☐Mobile Vendor ($250)

ORGANIZATION NAME			
CONTACT PERSON			
MAILING ADDRESS			
CITY, STATE, ZIP			
PHONE #:		**FAX#:**	
EMAIL:		**WEB:**	
SALES TAX PERMIT # OR FED ID # OR SOCIAL SECURITY #			

PRODUCTS OR SERVICE:
Type of item (food, beverage, or other) that your organization would like to sell. Please list your choices and approximate prices. If you plan to serve a meal, attach a menu, prices, and which meals that you plan to serve on a separate sheet. Please list prices with and without wristbands.

How many people do you plan to serve? _____

First Item: _____ Wristband Price $_____ Without $_____

Second Item: _____ Wristband Price $_____ Without $_____

Third Item: _____ Wristband Price $_____ Without $_____

Fourth Item: _____ Wristband Price $_____ Without $_____

*List additional items on separate page

What hours do you plan to be open? _____

ICE:
Since streets will be closed in the Downtown Event Area, the Knoxville RAGBRAI Committee will deliver ice to the vendor areas in the Downtown . Vendors may purchase ice for $2.50 per bag. This can be purchased during the RAGBRAI event and we will have change.

If you plan to purchase ice, how many bags would you like? _____

ELECTRICITY:
Electricity for food vendors is limited and vendors should make accommodations to provide their own electricity/gas/etc. Should there be no alternative, the City may be able to provide some electricity for $30 per vendor booth.

Can you provide your own electricity? ☐ No ☐ Yes
If no, how many watts are required? _____ (if any, please complete an Electrical Service Request Form)

If you do not know the power consumption of all your equipment, list them below:

Item	**Quantity**	**Item**	**Quantity**
Coffee maker (small)	_____	Coffee maker (large)	_____
Pop dispenser (watts_____)	_____	Roasters	_____
Crock pots	_____	Frying Pans	_____

Other_____ _____ Other_____ _____

Other_____ _____ Other_____ _____

How many sites do you need? _____ Will you be on your own property? ☐ Yes ☐ No

List any preference of location _____

How much space will you need for your vending area (in ft.^{2})? _____

List all hazardous materials that will be at your site (gasoline, propane, cleaning materials, etc.)

_____

APPLICATIONS ARE DUE BY June 14, 2013

Applications received after the deadline are subject to a $250 late fee and are not guaranteed a location.

Your application cannot be processed unless this form is completely filled out, the vendor fee is enclosed along with a $100 fully refundable cleanup deposit, and a copy of your proof of liability insurance coverage is enclosed.

INDEMNITY AGREEMENT

In consideration for the granting of permission by the City of Knoxville, Iowa to the undersigned for the use of the following described property:

For the following purpose only: **2013 Knoxville RAGBRAI**

On the following date(s): **Wednesday, July 24th & Thursday, July 25th, 2013**

The undersigned agrees to defend, indemnify and hold harmless the City of Knoxville, its agents, officers and employees, from and against any and all claims for injury or damages to persons or property arising out of or caused by the use of such property.

The undersigned further agrees upon receipt of notice from the City of Knoxville to defend at its own expense the City of Knoxville, its agents, officers and employees from any action or proceeding against the City of Knoxville, its agents, officers or employees arising out of or caused by the use of such property. The undersigned agrees that a judgment obtained in any such action or proceeding shall be conclusive in any action by the City, its agents, officers or employees against the undersigned, when so notified as to the undersigned's cause of the injury or damage, as to the liability of the City, its agents, officers and employees to the plaintiff in the first named action, and as to the amount of the damage or injury. The City of Knoxville, its agents, officers and employees may maintain an action against the undersigned to recover the amount of the judgment together with all the expenses incurred by the City, its agents, officers and employees in the action.

I HAVE READ THIS INDEMNITY AGREEMENT, I UNDERSTAND THE EFFECT OF THIS INDEMNITY AGREEMENT, I AM AUTHORIZED TO SIGN THIS INDEMNITY AGREEMENT, AND I AM SIGNING THIS INDEMNITY AGREEMENT VOLUNTARILY.

Dated this _____ day of_____, 20____.

Organization: _____

By: _____

Title: _____

Each vendor/sponsor must procure and maintain in force during the event a policy of liability insurance and if required, Dram Shop Liability Insurance. **Dram Shop Liability Insurance for events on City property must be in the amount of $300,000 regardless of the minimum amount required by the Iowa Department of Alcohol Beverage Division**. **The certificate of liability insurance shall name the City of Knoxville as the certificate holder**.

The insurance must be with a carrier authorized to do business in Iowa and a carrier that has received a rating of A VII or better in the current Best's Rating Guide. The policy of insurance must provide for a thirty-day (30) notice to the City of any material change or cancellation of the policy prior to its expiration date.

The sponsor must furnish to the City of Knoxville, prior to the event, certificate of liability insurance with limits of liability not less than the following or greater if required by law. It is the responsibility of the event sponsor/organizer to require certificates of liability insurance from all independent contractors, or subcontractors involved in the event with limits of liability meeting their requirements.

COMMERCIAL GENERAL LIABILITY:

General Aggregate Limit	$2,000,000
Products-Completed Operation Aggregate Limit	$2,000,000
Personal and Advertising Injury Limit	$1,000,000
Each Occurrence Limit	$1,000,000
Fire Damage Limit (any one occurrence)	$ 50,000
Medical Payments	$ 5,000

Failure to provide minimum coverage shall not be deemed a waiver of these requirements by the City of Knoxville. Failure to obtain or maintain the insurance required herein shall be considered a material breach of the event permit.

Each certificate shall state that the additional insured endorsement and governmental immunities endorsement are attached to the policy and a copy of the respective endorsement shall be attached to the certificate. Limits of liability higher than those stated above may be required for high exposure events.

INSURANCE CERTIFICATE

Attach certificate here.

Please return your 1) complete application, 2) vendor fee, 3) refundable cleanup deposit and 4) proof of liability insurance by June 14th, 2013 to:

Knoxville Overnight, LLC
c/o Dylan Feik, RAGBRAI Executive Committee
305 S. Third Street
Knoxville, Iowa 50138
dfeik@knoxvilleia.gov