

Spud Fest Food Vendor Application

Due 4/7/2023 ~ No exceptions

The Big Lake Spud Fest Board is seeking applications for organizations to oversee concessions at Big Lake Spud Fest to be held June 22-25 2023. The goal is to provide budget friendly meal and drink items while allowing an organization to raise funds for their cause. There are two locations for concessions, please see below for designated times and locations. Serious applicants only should apply.

Site requested and times (Please circle one site only):

SOFTBALL CONCESSIONS –

Fri 6/23 2-10 PM; Sat 6/24 7 AM- 10 PM; Sun 6/25 7AM – 5 PM

MAIN FOOD TENT CONCESSIONS –

Fri 6/23 5-10 PM; Sat 6/24 12-10 PM; possibly Sun 6/25 in afternoon to get rid of extra food

Name of Organization Applying: _____

Contact Person: _____ Phone #: _____

Do you have a food permit already? YES NO License # _____

(Organization must have the ability to obtain a food permit and submit a copy to Spud Fest no later than June 1, 2023)

Do you carry insurance? YES NO

(Organization must submit a copy of insurance with an additional rider naming Big Lake Schools and Spud Fest weekend no later than June 1, 2023. Big Lake Schools require a \$500,000 minimum and \$1,500,000 single event insurance rider.)

Applicants understand that there is a significant amount of manpower required to run concessions*. The cooking and prep needs to be done by and with adult supervision.

How many adults can you commit to work? _____

How large is your organization? _____

What is your groups experience with grill/fryer and large group meal prep? Please provide references if possible.

Please provide a sample menu that would be appropriate for Spud Fest**:

*Spud Fest may be able to provide volunteer groups to help with food service throughout the weekend, however it is not guaranteed.

**Final menus and prices must be approved by the Spud Fest Board no later than June 1, 2023.

Name of Applicant (Printed): _____

Signature of Applicant: _____

Date: _____

Applications can be emailed to biglakespudfest@gmail.com

Questions can be directed to Katrine Nau Jackson 763.843.8338

Spud Fest Board use only: Date received _____

Insurance verified _____

Food License Verified _____

What happens if our organization is chosen to run concessions?

Any organization that is working in partnership with Spud Fest Inc. will be required to sign a food vendor agreement (FVA) provided once we have all documentation in place.

The FVA will include details about your Spud Fest board contacts and the hierarchy of communication and facility use.

You will be expected to provide your insurance rider. Organization must submit a copy of insurance with an additional rider naming Big Lake Schools and Spud Fest weekend no later than June 1, 2023. Big Lake Schools require a \$500,000 minimum and \$1,500,000 single event insurance rider.)

You will be expected to provide your applicable food license no later than June 1, 2023. Information will be emailed to your point of contact on how to do this once you have been chosen.

You will be expected to discuss menu items and provide Spud Fest with a menu and pricing no later than June 1, 2023.

Respect for Big Lake Schools facility agreement regarding waste and operations must be adhered to at all times.

Respect for all Spud Fest Inc board members throughout the process is expected, we are all working together as a team and all working for this community.

Your organization keeps all profits made doing concessions; however, following Spud Fest, we as that you provide a profit loss summary to the board for future referencing.