



Under the Oaks 2022 Food Vendor Application

Third Friday of the month April through September: April 15, May 20, June 17, July 15, August 19, September 16 from 7:00 – 10:00 p.m., On the Square, Downtown Headland

Contact Name: _____

Company / Organization Name: _____

Address: _____

Email Address: _____

Phone Number(s): _____

Website/Facebook: _____

VENDOR ACCEPTANCE is at the discretion of Headland Main Street and must comply with Henry County Health Department regulations. Vendor acceptance will be confirmed by mail or email. Application deadline is four weeks prior to each event date.

VENDOR SPACES are 20'x20'. Limited electricity is available with some of the spaces, but must not exceed 30 amps. Vendors must supply extension cords and 220V plug converters if needed. If additional electricity is required, it is the vendor's responsibility to have a generator and HMS must be notified in advance.

VENDOR DISCOUNTS are extended to vendors that commit to participating all 6 nights.

FOOD VENDOR, \$100 each night ____ 6 Event VENDOR, \$550 (if paid in advance of all dates)

List specific dates requested: _____

MENU CHOICES: Please fill out the menu items you would like to sell. To prevent over-duplication, you will be notified in your acceptance letter which items you can sell. Food vendors may also sell beverages from their booth with the following prices: Canned soft drinks and bottled water -\$1; bottled soft drinks -\$2; other beverages, prices at the vendor's discretion.

Menu Option 1: Entrée _____ Entrée _____ Entrée _____

Side Item _____ Side Item _____ Side Item _____

Menu Option 2: Entrée _____ Entrée _____ Entrée _____

Side Item _____ Side Item _____ Side Item _____

By signing this application, I have read, understand and agree to abide by all Vendor Rules set forth in the Headland Main Street Under the Oaks Festival Application, and I understand that failure to comply may result in forfeiture of booth space(s) and fee(s). I understand that neither Headland Main Street nor the City of Headland will be responsible or liable for loss or damage to inventory or injury to persons participating in the event.

Signature: _____

Date: _____



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For more information, email director@headlandal.org.

Please return completed application and payment to: Headland Main Street, 25 Grove Street, Headland, AL 36345

DEADLINES: Applications must be complete, including signature and the appropriate fees. Incomplete applications will not be accepted.

APPROVAL: Applications will be approved or denied based on event needs, space availability and/or number of duplicate products. The submission of an application does not guarantee acceptance into the event. All decisions are at the discretion of Headland Main Street, who has the right to cancel any application that does not meet its expectations and/or guidelines. Exclusivity is not guaranteed.

NOTIFICATION: Upon application approval, Headland Main Street will send written or email notification to the vendor.

REFUNDS / CANCELLATIONS / EARLY DEPARTURES: There are NO REFUNDS for approved vendors. Approved vendors that cancel, are a no-show, or leave early, will forfeit application fee(s) and future events. Headland Main Street has no control over weather conditions and is not obligated to refund any event that is affected. THIS IS A RAIN OR SHINE EVENT. We do not have any plans to reschedule dates that we are forced to miss because of inclement weather. No displays may be taken down or removed before 10 p.m. unless instructed otherwise by Headland Main Street or City representatives.

APPLICATION: A paid registration is a commitment to show. Vendor fees and spaces are non-transferable. Vendors signing the application are responsible for booth and contents.

BOOTH REQUIREMENTS: Vendors must provide their own tent, tables, chairs, equipment, and materials. Electrical hookups are limited and must be prearranged with booth reservation. If additional electricity is needed the vendor is responsible for providing their own generator and must notify Headland Main Street. Vendor must provide electrical extension cords and safely secure those cords.

INVENTORY LIST: Vendors are limited to selling inventory listed and approved on their application. Headland Main Street reserves the right to deny the sale of inventory it deems unacceptable or inappropriate. Headland Main Street can inspect any vendor booth spaces at any time to enforce all the rules and regulations. Determinations by Headland Main Street are immediate and final and will be enforced accordingly.

SET-UP / TAKE DOWN: Set-up time will be from 6:00 – 6:45 p.m. All vendors should be set-up and be ready to serve customers by 7 p.m. Designated spaces will be noted with the appropriate vendor's name. Volunteers will be on hand to help direct vendors to their spaces. Vendors should stay the entire duration of the event. The times are from 7:00 – 10:00. Trucks and trailers may be dropped after 5:00 p.m. the day before the event with prior arrangements with Headland Main Street.

SALES TAX: Vendors must comply with Department of Revenue tax collection guidelines. Headland Main Street is not responsible for tax collection.



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LIABILITY WAIVER: Vendors agree to hold harmless Headland Main Street and the City of Headland, their employees, volunteers and sponsors, from any suits or claims based on property/possession loss or damage. Vendors agree to comply with the rules set forth or implemented on the day of the event. Heart of Headland reserves the right to revise Headland Main Street reserves the right to revise any rule for the betterment of the event and/or customers.