



June 16-17, 2017

PO Box 2054
Buckhannon, WV 26201

E-mail: almostheavenbbqbash@gmail.com

www.almostheavenbbqbash.com



Dear Prospective BBQ Bash Vendor:

As our event continues to grow, we are excited to be hosting the 3rd Annual Almost Heaven BBQ Bash in a great new location on the beautiful grounds of the historic Trans-Allegheny Lunatic Asylum in Weston, WV. The event will showcase BBQ cooks from across the country and recognize West Virginia's Birthday (June 20th) during the weekend of the event. With several BBQ competitions, a variety of family oriented activities, a great new location with lots of space, shade trees, plenty of parking, and a significant promotion/marketing program preceding the event, we expect an even greater turnout for this year, and look forward to a positive experience for all!

To assure all vendors have a fair and productive opportunity, we will accept vendors offering a variety of menu items suitable for everyone, and will NOT accept applications for duplicate items. A limited number of BBQ teams that are also competing in the 4 meat KCBS competition will be permitted to sell BBQ meat items to assure a consistently high standard of quality as required by the Kansas City BBQ Society.

With a substantial increase in attendance the past 2 years, we look forward to even more visitors in 2017 and hope for sunny skies, pleasant temperatures, and lots of hungry attendees so everyone enjoys a fun and profitable event.

We hope you will join us for this exciting, one of a kind event in West Virginia. To be considered, the following items must be submitted **to arrive no later than May 15, 2017**:

- ~ Completed and signed Application form
- ~ Signed Commercial Food Vendor Regulations (Waiver of Liability box must also be signed)
- ~ Insurance rider listing Almost Heaven BBQ Bash, Inc. as an additional insured (\$1 million dollar liability)
- ~ Completed Lewis County Health Dept. permit application (Inspector will issue your permit with his inspection).
- ~ List of all menu items, with pricing, you wish to sell at our event
- ~ At least 1-2 photographs of your rig / booth set-up
- ~ Application / booth fee - \$250.00 (\$200.00 vendor fee and \$50.00 Lewis Co. Health Dept. permit fee) + fee for electric, if needed
Checks should be made payable to and mailed to:
Almost Heaven BBQ Bash
PO Box 2054
Buckhannon, WV 26201

Thank you for your interest in participating in our upcoming Almost Heaven BBQ Bash ... we will notify you of your acceptance / denial as soon as we receive and review the above documentation. We look forward to having you join us for this exciting family event!

Jody Light, Event Chairperson
Almost Heaven BBQ Bash, Inc.
Work: 304 / 472-3033
Cell: 304 / 439-3033



2017 Almost Heaven BBQ Bash, Inc.

Commercial Food Vendor Application

Name of Operation: _____

Name of Owner/Operator: _____

Mailing Address: _____

City: _____ ST: _____ ZIP: _____

Email: _____

Best Contact Phone Number: _____

On-Site/Event Contact Name: _____

Alternate Contact Number: _____

Booth Size Requested: _____ Trailer or Stand?: _____

Electrical Needs: _____ AMPS: _____

Any other special needs: _____

We plan to set-up/sell: Friday, June 17: _____ Saturday, June 18: _____

~ Please attach a complete list, with pricing, of all menu items you plan to sell.

*** Application checklist – have you included the following?

- ___ Signed Commercial Food Vendor Regulations indicating you have read and will adhere to all regulations.
- ___ This completed, signed Application form
- ___ Insurance rider listing Almost Heaven BBQ Bash, Inc. as an additional insured (*\$1 million dollar liability*)
- ___ Completed Lewis County Health Dept. permit application (*Your permit will be issued during initial site inspection*).
~ If you have a current Lewis County Health permit, please submit a copy with your application and other documents.
- ___ List of all menu items, with pricing, you wish to sell at our event
- ___ At least 1-2 photographs of your rig / booth set-up
- ___ Application / booth fee of \$275.00 (*\$225.00 vendor fee for 2 days and \$50.00 Lewis County Health Dept. permit fee*)

2017 Almost Heaven BBQ Bash

*** Commercial Food Vendor Regulations ***

1. **Vendor Space:** Vendors must provide dimensions of their space requirements, and fit in requested space. We will do our best to place vendors in high traffic areas based on your space, electrical, and other needs.
2. **Health Permits:** Vendors preparing food "on site" must complete an Lewis County Health Dept. permit application and return to us BY May 15th, along with the required \$50.00 fee payable to Almost Heaven BBQ Bash. We will submit your application for you, and your permit will be issued by the Lewis Health Dept. during your site pre-opening inspection. *** If you are already registered with the Lewis County Health Dept., we will need a copy of your permit by May 15th, which must be prominently displayed at your site.*
3. **Insurance:** All food vendors, regardless of your products, must provide a copy of your general liability insurance certificate identifying the "Almost Heaven BBQ Bash, Inc." as an additional insured for a minimum of one million dollars payable to Almost Heaven BBQ Bash, Inc. Vendors will hold harmless the Almost Heaven BBQ Bash, Inc. for any and all claims of any kind as a result of your participation at the Almost Heaven BBQ Bash event.
4. **Set-Up / Operating Hours:** Commercial food vendor spaces will be available for set-up early Friday morning (by 8 AM) and vendors may open at 11:00 AM Friday – 8:00 PM. All vendors MUST be open by 11:00 AM Saturday and should remain open until 8:00 PM, if at all possible. Vendors are responsible for providing any and all equipment needed to operate their site, and Almost Heaven BBQ Bash assumes no responsibility for any property of the vendor.
5. **Visible Pricing:** To expedite ordering and customer service, a priced menu should be visibly posted.
6. **Grease, Oil, Gray Water:** Designated receptacles for these will be located throughout the BBQ cook team area and near the corner of Main and Spring Streets. Disposing of these in any other manner is prohibited.
7. **Vendor Fees:** A vendor fee of \$225.00 (for Fri. & Sat.) and \$50.00 for health dept. permit (total of \$275.00)
8. **Relationship to Vendor:** Vendors are independent contractors and not considered as an agent, employee, or representative of the Almost Heaven BBQ Bash, Inc. in any way whatsoever.
9. **NSF Fees:** There will be a \$25.00 charge for returned checks from the vendor's bank for non-payment.
10. **Space Assignment:** The Almost Heaven BBQ Bash committee will make every effort to provide the best space to each vendor based on your space requirements (proximity to the judging turn-in area for BBQ competitors who are also vending), and applicable electrical and other requirements.
11. Failure to adhere to any of the above regulations may result in your eviction from the event with no refund of any fees paid.

Signing below affirms that I have read and will adhere to all of the above Food Vendor Regulations:

Vendor Operation Name: _____ **Date:** _____

Printed Name: _____ **Signature:** _____

WAIVER OF LIABILITY: In consideration of acceptance of this entry, I, the undersigned, intending to be legally bound, hereby for myself, my heirs, executors and administrators, waive and release any and all rights and claims for damages I, my staff or my guests may have against the Almost Heaven BBQ Bash, Inc. aka Almost Heaven BBQ Bash, City of Weston, WV, Joe Jordan and the Trans Allegheny Lunatic Asylum, Event sponsors, KCBS, their representatives, successors, and assigns, for any and all injuries suffered by me, my staff/workers, or my guests. I hereby grant full permission to Almost Heaven BBQ Bash, Inc. aka Almost Heaven BBQ Bash, Trans-Allegheny Lunatic Asylum, and KCBS, their representatives and/or agents authorized by them, to use any photographs, video tapes, motion pictures, recordings and any other record of this event for any legitimate purpose. I agree to the terms of this Waiver of Liability, and will abide by the rules of this event. Acceptance of all entries to this event is based on a first come basis, however, Almost Heaven BBQ Bash, Inc. reserves the final right of refusal to any and all teams. There is no "Rain Day" schedule for this event, and if required, the event may be cancelled in whole or in part by Almost Heaven BBQ Bash, Inc without prior notice, with no cash refunds, however we will provide free entry to the following year's event to fully paid, registered teams in the event of an unforeseen cancellation. I have read & agree to adhere to all the rules and regulations of the Almost Heaven BBQ Bash, Inc. and understand that failure to adhere to these may be cause for expulsion from the event.

Vendor Signature: _____ Date: _____