

2022 ROBIN HOOD FESTIVAL FOOD VENDOR INFORMATION

Thank you for your interest in the 2022 Sherwood Robin Hood Festival taking place Friday and Saturday, July 15-16, 2022. We look forward to your participation this year, especially since we had to cancel the 2020 and 2021 Festivals! Updates will be posted on our website at www.RobinHoodFestival.org.

For many Festival attendees, grabbing a good lunch and/or dinner is a big part of the Festival experience; having a great Food Court has been a hallmark of the Robin Hood Festival. To the credit of the food vendors, the service, prices and quality have kept the Festival folks coming back for more! Because you are a food vendor, your booth/kitchen is located in the parking lot behind the US Bank in Old Town Sherwood - there is access to water and power and plenty of room for your customers. A large number of vendors apply for a limited amount of spaces available, so apply early and note the selection and jury process explained below. You must stay open until at least 8 PM Friday and Saturday nights.

- Food Vendor Fee (unchanged from 2019) is \$275 for the first space (11' Wide, 15' Deep); Non-profit Food Vendor Fee is \$175 for the first space. Vendors with booths wider than 11' can purchase additional spaces for \$200 (\$90 for non-profits), or \$100 for half spaces (\$45 for non-profits). There is still a Food Vendor clean up deposit of \$50 which will be refunded providing the vendor's space is left clean. Please send one check for all fees and deposit.
- Be sure to read all **Vendor Covenants** , as some things have changed this year. Failure to comply will affect future acceptance into the Festival.
- Please fill out and sign the **Robin Hood Food Vendor Application**, enclose a check for full payment, and mail it to PO Box 496, Sherwood OR 97140.
- Please also send the following documents. We prefer that the documents be emailed rather than sent in the mail, if possible, to reduce paper use. Email to: RobinHoodVendors@gmail.com
 - Copy of Restaurant License (this may be provided at check-in)
 - Copy of Food Handler's Permit
 - Certificate of Insurance. See **Vendor Covenants** for insurance requirements.
 - Full Menu w/prices
 - Dimensions and picture of booth
 - Non-Profits: Include a copy of your 501(C-3) and/or 501(C-4) certificates.
- Food Booth selection will be based on: Past participation and good standing; variety of menu choices; decision of Vendor Committee via a jury process.
- Final jury of Food Vendors to be determined at the first part of June. More may be admitted after this date on a space available basis, so please contact us if applying late. We anticipate a very large crowd, and having a sufficient number of food vendors is essential.

Payment is due in full when applying to be a participating Food Vendor - we will hold on to the application and check until the final jury process has been completed. Unaccepted checks will be returned accordingly.

Food vendors will submit to inspection by the Fire Marshall upon the start of the Festival - any issues of non-compliance with code will result in the booth being shut down until the Fire Marshall approves compliance. A list of current compliance procedures is being procured for distribution. Final check-in instructions will be sent when the jury process has been completed.

Booth Décor Contest: This was a new feature for our Festival in 2019, and will take place again this year! The SRHFA encourages vendors to decorate their booth and dress in Robin Hood era garb. Having fun with the medieval theme will attract even more attendees to your booth. This year the vendor winning the Booth Décor Contest will receive a fifty-dollar (\$50.00) refund by mail. Judging will be done on Saturday and announced on Festival stages about 5:00 pm.

If you have questions, please send an email to: RobinHoodVendors@gmail.com.
Hip, hip, huzzah! We are looking forward to having you join us this year!

Sincerely,

Vendor Committee, Sherwood Robin Hood Festival Association
RobinHoodVendors@gmail.com
www.RobinHoodFestival.org/vendors