



FOOD VENDOR RULES, REGULATIONS AND INFORMATION

A completed and signed application (required to consider admittance to the event) indicates that the vendor has read and agrees to abide by these rules and regulations. Please read the document thoroughly before submitting an application form.

DATES AND TIMES

Pepsi Racing Power Cup Challenge presented by River City Racine'

Saturday, June 16, 2012 - 8:30 am-5:00 pm

Sunday, June 17, 2012 - 8:30 am-5:00 pm

LOCATION

American Creek Campground - Chamberlain, SD

APPLICATION PROCEDURE

Each applicant will be required to submit a completed and signed application form on which a detailed description of the menu has been completed. **You must** list all items you plan to sell.

Although a photo of your booth is not required, it is encouraged. Please send any appropriate photos, sample menus, etc.

PEPSI EXCLUSIVE POUR RIGHTS

Pepsi, the title sponsor of the Pepsi Racing Power Cup Challenge presented by River City Racine', holds exclusive pour rights for this event. Information will be forthcoming on vendor beverage price list set up exclusively for this event. Pepsi will be able to stock and restock you with your order on site or order through them in advance. No other drink inventory will be permitted to be brought onto the event grounds. If a vendor is caught violating this request they will be asked by the event director to close down for the remainder of the event and will not be allowed to return in future year events. We appreciate your understanding and cooperation.

FEES/BOOTH DESCRIPTION

The booth fees are outlined on the application. The vendor must provide all additional materials for booths including items necessary for display and sales of work. Canopies must be adaptable to hard-topped surfaces. In applying, you agree to be willing to adjust to the space assigned.

Spaces are limited. Please submit application as soon as possible. A vendor cannot sell part or all of their space to another vendor. All transactions must go through River City Racine'.

All fees are for the two-day event and are payable to River City Racine'. The checks must be for full payment of fees and must accompany a completed and signed Food Vendor Application form. A Certificate of Liability and temporary food license must also accompany the application. Post-dated checks and incomplete applications will be returned. Applications will not be accepted until ALL forms are received.

ELECTRICITY

A standard RV plug, 30amp-125 volt outlet (1 available), or a regular 20amp-125 volt (2 available) per vendor site. Vendor is responsible for providing adaptors and heavy duty extension cord(s) to plug into these outlets. If your electric needs are different than what is described, you must contact RCR prior to submitting your application.

SET-UP/TEAR-DOWN

You must begin setting up Friday afternoon and have set-up complete by 9:00pm the same day. Booths must be open for business during the event hours until end of event on Sunday. Vendor booths must be cleaned and booth removed after the close of the event. Any early takedowns will not be allowed back at future events. Water for cleaning, etc. will be provided. This water is not recommended for consumption. Grease dumping is not allowed.

CANCELLATIONS

If a vendor finds it necessary to cancel, the Committee must be notified immediately. Vendors may not transfer or sell their space to anyone. All transactions must go through Events and Promotions Committee. Failure to notify the Committee of a cancellation will affect the vendor's eligibility for future events. Once you are chosen as a vendor, there will be no refunds allowed.

SALES TAX

You are required to collect 7 ½% sales tax on any novelty items, 8 ½% on any food items and report that to the SD Department of Revenue within 30 days after the event. A form from the state will be given to each Vendor when they check in. The SD Department of Revenue will be furnished a list of registered vendors and may attend the event to check on vendors concerning compliance with the sales tax laws. For more information, contact the SD Department of Revenue at (605) 626-2218.

FRANCHISE FEE

A 2 ½% franchise fee is due to River City Racin'. This will be on all sales transactions at the event in addition to the sales taxes mentioned above. A form will be included with your vendor packet when you check in and payment is expected to River City Racin', Inc. within 30 days.

PETS

Pets are not allowed in the Race Village at any time. No exceptions.

DEPARTMENT OF HEALTH

You are required to register with the SD Department of Health and follow the procedures for Temporary Foodservice. The SD Department of Health may attend the event to check on vendors concerning compliance in appropriate food handling. A copy of the license must be posted in your booth. For more information, contact the SD Department of Health at (605) 773-3364 or visit their website at www.state.sd.us/doh/Protect/proced.htm.

SECURITY

The event maintains good security; however, we accept no responsibility for loss or damage.

INSURANCE

All vendors must supply River City Racin' with a certificate of insurance of general liability, with product liability included, at the time of application. River City Racin' must be named as certificate holder and additional insured.

VIOLATIONS

Any violation of the Vendor Rules and Regulations, South Dakota Sales Tax Law, City of Chamberlain Ordinance, or a material misrepresentation on the application shall suffice for the sponsor to elect to immediately close down the vendor and/or deny the vendor the right to return.

VENDOR PACKAGES

All vendor packages will include two (2) vendor badges. Additional badges may be purchased at \$15 each prior to the event. All badges must be returned at the close of the event at the River City Racin' Booth.

QUESTIONS

Please contact Joni McCormick at (605) 234-BOAT or at www.rivercityracin.org.