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**July 12-13, 2024**

**Food Vendor Application**

***Please read the below information carefully***

* Applications must be submitted by May 1, 2024.
* Applications must be accompanied by a photo of the concession setup. Failure to submit a photo may result in the rejection of the application.
* Applications must be accompanied by a menu of products to be sold during the Fair with prices, and a copy of your insurance. Must be $1M policy.
* Any application which is not legible will not be considered.
* Previous year vendors have priority. Limited space is available.
* The fee for this year’s fair will be $350 per stand with an additional fee of $50 to provide electricity to a stand.
* Water will be supplied to stands during the auto fair. Vendor provides their own food-grade water hose.
* Vendors will be assigned a time for set-up. A representative will schedule the set-up time with you later. Set-up will be on Thursday, July 11h.

**Applications can be mailed to: HSWV-FOCAF Food Vendor Applications**

 **PO Box 1472**

 **Beckley, WV 25802**

**Email Applications to: jknowlton@hospiceofsouthernwv.org**

***Please complete application on the next page in full using black or blue ink and print legibly.***

***If you have any questions, please contact Jeri Knowlton at 304-255-6404***

The undersigned understands and agrees and also accepts that it is the sole duty and obligation of the undersigned to install, erect, activate, connect and use any machinery, computers, power connections and other items necessary for the operation of the undersigned’s business even if assisted by volunteers or employees of Hospice of Southern West Virginia, Inc., and /or the Steering Committee of The Friends of Charity Auto Fair. The undersigned agrees to rely only on its own employees for such duties and  hereby releases Hospice of Southern West Virginia, Inc., and /or the Steering Committee of The Friends of Charity Auto Fair, its employees and volunteers from all liability for damages to any machinery, computers, power connections and other items necessary for the operation of the undersigned’s business  and for any injuries to any person for incorrect installation, operation or use of said equipment.