

Milan Community Fair Inc.

**P.O. Box 256, Milan, MI 48160
2023 Milan Fair Food Court**

This is an agreement between the Milan Community Fair, Inc. (MCFI) and _____

Fair Dates are **June 1, June 2, and June 3, 2023.**

Food Court operation times are **June 1 and June 2, 4-10pm and June 3, noon-10pm**

Food Vendor set-up times are **May 31 5-8PM and June 1 and June 2 noon - 4 PM, and June 3, 10AM -12:00 PM**

Those with large trailers, please try to setup on Wednesday evening.

Milan Community Fair agrees to the following provisions:

1. MCFI will provide water & electrical service and one parking space per vendor.
2. The local police will provide twenty-four-hour protection from 6:00 PM, May 31st, 2023 - 12 PM, June 3rd, 2023; however, Milan Community Fair Inc. will not be responsible for the theft, damage or loss of any property.
3. Food Court Committee Chairperson will assign space and location when fees have been paid in full and both the Food Vendor Permit and Liability Insurance have been provided.

Vendor agrees to the following provisions:

1. Food Vendor must disclose menu items at the time of contract signing. The Committee Chairperson holds the right to request that vendor cease further sale of items if there is duplication of product by other vendors.
2. Food Vendor shall maintain general good housekeeping at all times.
3. Food Vendors must carry insurance in an amount not less than \$1,000,000 for one incident, and \$2,000,000 for all incidents. **Milan Community Fair Inc** and **City of Milan** must be named as an additional insured party.
4. Food Vendor must provide current Food Vendor Permits, issued by Monroe County.
5. Food Vendor will supply hardware/cords for hooking up to electrical and/or water supply.

Check all services needed:

To reserve your space, the Food Vendor Fee of \$300 and Signed Contract must be received by 5/5/2023.

Food Vendor Permit and Insurance must be provided no later than 5/13/2023.

Alternate vendors will be solicited after these dates.

Banner/Menu (provided by vendor) hung in the entertainment tent, adjacent to the food court - up to 40 Sq. Ft. \$100 _____

Water Service _____ 110 Electrical Service _____ 220 Electrical Service _____

I AGREE TO THE ABOVE PROVISIONS:

Contact Name: _____

Business Name: _____

Address: _____

Signature : _____

Phone : _____

E-mail : _____

Date : _____

Evidence of Insurance _____

Received by: _____

Food Vendor Permit _____

Received by: _____

Trailers / Vans:


If you will be using a trailer, please provide us with a description or layout of your setup.

Ex. Trailer access from back or side, Size of trailer, etc.

When arriving please come to the parking lot behind the fire station. Depending on your location, you will be directed to enter through the main gate or from the walking path on the south side of the park. Someone will be there to direct you.

This will allow us to better locate you for your convenience and the convenience of other vendors.

If you have questions, please email us at milanfair48160@comcast.net



Please note: On the night of the fireworks display, roads will be closed at 8pm and will not reopen until 11pm. Any vendors wishing to leave early must leave before 8pm. Otherwise, no vehicles will be allowed to leave until 11pm.

Submitting Application:

Acceptance will be allocated based on a first come, first serve basis.

Mail application and check to:

MCFI
P.O. Box 256
Milan, MI 48160

ATTN: Matthew Belford

OR

Application can also be submitted via e-mail and payment made with PayPal:

E-mail the application to milanfair48160@comcast.net

Once we receive the application, we will send you a PayPal invoice.

There is a 5% transaction fee when paid via PayPal.