

## River Bottoms Festival - Food Vendor Contract

The parties to this contract are \_\_\_\_\_ (hereafter "Vendor") and RRBFB Committee (hereafter "Host"). Whereas, Host is hosting an Event known as Runnells River Bottoms Festival (hereafter "Event") to occur in the Runnells City Park in Runnells, IA - at the designated concession areas on October 4th, 2025. The Event in the Runnells City Park will commence following the parade on Brown Street that will end at the park around 11 a.m. Vendor has the right to license concessions to vend during the Event, and whereas, Vendor desires to vend the following items:

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at and during said Event, and whereas, Vendor has paid Host the sum of:

- \$50.00 (prior to August 31st) for day 11:00am to 4:00pm.
- \$75.00 (prior to August 31<sup>st</sup>) for 6:30PM- 10:00PM at street dance.

Checks must be made out to **RRBF Foundation** with your vendor name in the memo.

Mail checks to: **RRBF, % Valerie Bissell 5341 SE 104<sup>th</sup> St, Runnells IA 50237.**

*Payment is non-refundable unless the entire event is canceled due to weather prior to 9:00 am on October 4, 2025.*

Now, therefore, the parties agree as follows:

1. Vendor shall have access to the location agreed upon by the parties no less than 2 hours before the Event's commencement for the purpose of setting up vendor's station, goods, and other things necessary and reasonable to vending at the location. Commencement of Event to begin at 11am-5pm in the park **Please note, the parade begins at 10am and includes street closures that will restrict access to the park from 9:30-11am. Vendors must arrive for set-up at the park prior to 9:30am.**
2. Vendor shall not sell any goods or services other than those described herein at and during the Event without the Host's written consent to avoid any two vendors vending the same items.
3. Vendor's vending station shall be no larger than 20 x 10 feet or taller than 15 feet; shall be clean and orderly; and shall comply with all applicable laws and regulations. Please list your dimensions \_\_\_\_\_ feet.
4. No electricity will be provided by the host site. Vendors must provide their own power. Vendors must also provide their own tables and set up
5. Vendor's staff shall be clothed and groomed in a clean, neat fashion and shall conduct themselves in an orderly fashion.
6. Vendor shall have access to the location for up to 2 hours after the Event's conclusion to dismantle and remove all things brought to the location by Vendor. The conclusion of the Event in the park is scheduled at 4pm.
7. Vendor shall leave the location clean of trash and substantially in the condition it was before Vendor occupied it.
8. Vendor shall provide a copy of the valid food vendor license & inspection from the state of Iowa.
9. Vendor hereby agrees to indemnify and hold harmless the Host, its organizers, collaborators, and sponsors against any damages or claims that may arise in connection with Vendor's presence at the Event and Vendor's activities of any kind.

In witness to their agreement to the terms of this contract, the parties affix their signatures below:

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**Host Signature & Date**

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**Vendor Signature & Date**

**Host Info**

RRBF  
5341 SE 104<sup>th</sup> St  
Runnells, Iowa 50237  
riverbottomsrrbf@gmail.com

**Vendor Info**

Address \_\_\_\_\_  
City, state, ZIP \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_

**\*Please include this contract (signed) with payment prior to August 31st, 2025.**

- Vendor Fee Payment Received
- Contract signed by both parties and copy sent to Vendor