



Vendor Application

Vendor Name: _____

Contact Person: _____ Title: _____

Address: _____ Phone: _____ (Day)
 _____ (Night)
 _____ Fax: _____

Event: _____ Location: _____ Date(s) of Event: _____

Items to be sold or specific services provided: _____

Insurance Requirements:

Frederick County, Virginia requires a Certificate of General Liability Insurance with the required limits listed below and naming Frederick County, Virginia as the additional insured. The Certificate of Insurance is required before vendor permits will be issued.

Insurance Expiration Date: _____ Number of Vendor Permits: _____
 Copy of Insurance Certificate on File/If not needed please mark N/A One per vehicle entering park

Vendor Options: (Select One)

Concessions/Tournaments/Special Events (Select One) Insurance Limits \$1,000,000

Gross receipts as used in this agreement shall include all monies received by the vendor through the operation of this program, or from any other business conducted within the facility assigned, without any deductions, excepting an allowance for local and state sales tax.

- Option #1 - \$50 due with application + 3% of Total Gross Sales due within five business days of the conclusion of the event
- Option #2 – 15% of Total Gross Sales due within five business days of the conclusion of the event
- Option #3 - \$200 due with application

Option #4 – See below

	Insurance Limits		
Caterers – Full Food Service	\$1,000,000	Qty ___ □	\$1.00 Each/Per Head
Cotton Candy, Popcorn, Snow Cones, Drinks, Hot Dogs, Funnel Cakes or similar food concessions	\$1,000,000	Qty ___ □	\$50.00 Each/Per Event
Clowns	None required	Qty ___ □	\$10.00 Each/Per Event
Pony Rides	\$1,000,000	Qty ___ □	\$45.00 Each/Per Event
Strolling Musician	None required	Qty ___ □	\$10.00 Each/Per Event
Childrens Entertainment	Subject to type	Qty ___ □	\$10.00 Each/Per Event
Disc Jockey (DJ) Services	None required	Qty ___ □	\$45.00 Each/Per Event
Magician	Subject to type	Qty ___ □	\$25.00 Each/Per Event
Amusements-Moonwalks, Inflatables and similar offerings	\$1,000,000	Qty ___ □	\$35.00 Each/Per Event
Midway Style Games, Speciality Prizes or similar offerings	\$1,000,000	Qty ___ □	\$45.00 Each/Per Event

I agree to pay all fees due on the above mentioned Vendor Fee Due Date. If payment is not received by date mentioned above, FCPRD will assess Option #3, \$200.

 Vendors' Signature/Name of Company Date

 Frederick County Parks and Recreation Representative Date

Office Use Only
 Deposit Received (if applicable) \$ _____ Date: _____
 Total Gross Sales \$ _____ Date: _____