Arizona’s Salsa Trail presents SalsaFest!

\*Procedures & Rules\*

The Arizona Salsa Trail—SalsaFest is a partnership between the Safford Lions Club and the Graham County Chamber of Commerce. We are committed to a quality event with an interesting assortment of vendors. Please read and understand these policies and procedures. If accepted as a vendor, you will be agreeing to comply with all procedures and rules. Failure to comply with these policies will result in **NOT** being allowed to return as a vendor in any future event, and/or, your participation will be terminated immediately. We strive for this event to be successful and fair to all participants. This year’s event will be held September 29th and 30th. **The applicant deadline date is Thursday, September 14, 2017.**

**Fees & Information**

* **Food** **Vendors** shall turn applications in to the Graham County Chamber of Commerce; while **ALL** **other** **vendors** shall turn theirs into Sheila Lindhorst at Farmers Insurance (610 West Main Street, Safford, 85546).
* All fees are due with application.
* All applications **MUST** be turned in by Thursday, September 14, 2017.
* **EACH** Food Vendor Booths are as follows: 10’ x 10’ -- $75.
* Multiple booths may be purchased, but depending on amount of entries may be limited. All booths must **each** be paid for.
* Returned check fees are $30.00 per check.

**Event Hours & Booth Information**

* Canopies are recommended, but not required. Vendors are responsible to provide their own canopy and it shall fit within the space(s) that is/are paid for (ie: 10’ x 10’). The canopy shall not overhang into neighbor’s space.
* Food vendors are required to provide their own electrical power via generator.
* **No beverages are to be served at booths**.
* Vendors shall provide their own cash/change, cooking equipment, tables, chairs, paper goods, trash cans, and any other equipment needed to operate.
* Overnight security is limited. Please do **NOT** leave valuable items overnight in your booth. SALSAFEST is not responsible for lost, stolen, or damaged goods.
* All signage shall be contained within, or attached to, your booth. No racks or tables are permitted outside your booth.
* Vendors shall **ONLY** sell what the Festival has approved during the application process. Be sure to include **ALL** items you will be selling on the application. Use another sheet and attach to application, if needed, of all products.

**Application Structure & Selection Process**

* Food vendors **MUST** obtain a Food Permit from the Graham County Health Department – Gavin Lawson. His phone number is 928-792-5380 or you may go to the Health Department, located at 826 W. Main Street, Safford. Please have this permit posted in plain view of the public at all times during the event. (Note that the Health Dept. is only open Monday – Thursday from 7am-6pm, with an hour for lunch.)
* Returning Vendors—If you are a returning vendor, with two or more consecutive years in good standing with the Festival, there is a “Preferred Vendor” status. We will secure your presence for the event, as well as accept your booth location preference. This is only valid if the application is turned in prior to the deadline date: Thursday, September, 14, 2017.
* New Vendors—We welcome new participants to SALSAFEST! We do our best to offer visitors a variety of merchants from which to choose. However, due to limited space, we encourage you to apply early to ensure your best chance of approval.
* In cases of duplication, local vendors whose completed applications were received by the deadline will obtain priority.
* A “completed application” includes an accurately filled-in application **AND** payment for **ALL** booths that are requested.
* Vendors will be notified by Wednesday, September 20, 2017, whether he/she has been approved to participate in the Festival. If not selected, all payments will be returned.

**Comments, Questions, & Contact Info**

The Festival does not accept electronic submissions (except for current booth photos) or credit card payments. Please note the deadline date to ensure your chance of acceptance. You may drop off or mail your application, photos, and payments to: Graham Co. Chamber of Commerce | 1111 Thatcher Blvd. | Safford, AZ 85546. Please make all checks payable to the Graham County Chamber of Commerce.

**IF** you need quick answers or information, please email our staff at info@graham-chamber.com.

We look forward to working with you in the future and thank you for your interest in the 11TH Annual Arizona Salsa Trail’s SALSAFEST!