



Charles City RAGBRAI Vendor Application

Charles City RAGBRAI Committee
401 N. Main St.
Charles City, IA 50616
contact@charlescityragbrai.com
www.charlescityragbrai.com

Early deadline applications are due by **June 1, 2017**. Late application deadline is **June 15, 2017**. Applications will not be processed until this form is filled out in full and submitted along with the proper fees and a copy of your proof of liability insurance. Vendors cancelling before July 1, 2017 will be entitled to a refund of all funds except the \$100 Application/Clean-Up Deposit fee. All cancellations after July 1, 2017 are non-refundable.

Please fill out this application in full and return to: Kim Joerger % Charles City Chamber, 401 N. Main St., Charles City, IA 50616. Checks should be made payable to: CHARLES CITY RAGBRAI % Kim Joerger with "VENDOR FEE" in the memo line.

Contact Information

Organization name:			
Contact person:			
Mailing address:			
City, state, zip:			
Email:	Phone:		
Website:	Fax:		
Federal ID # or SSN:	Sales tax permit #:		

Applicant type: Commercial (\$750) Nonprofit (\$325) Existing business expansion (\$325)

Products or Service *(Please list the items that your organization would like to sell. Include approximate prices with and without wristband discount. If you plan to serve food, attach a menu with prices on a separate sheet.)*

Item:		Wristband price:		No wristband price:	
Item:		Wristband price:		No wristband price:	
Item:		Wristband price:		No wristband price:	
Item:		Wristband price:		No wristband price:	

of people you plan to serve: Time you plan to open: Time you plan to close:

Setup

Setup location: Personal property
 Site provided by RAGBRAI (sites are ~20' x 20' - additional fees may apply if you require more space)

of sites required: Location preference:
 (Downtown, campgrounds, etc.)



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Indicate if you will need to buy ice: Yes No If yes, approximately how much:

Indicate if you will be providing your own generator: Yes No

Indicate if you will require electricity: Yes No If yes, how many watts:

List hazardous materials that will be on your site: (gasoline, propane, CO2, cleaning materials, etc.)

If you do not know the power consumption of your equipment, please indicate below for which items (and how many of each) you will be requiring power. Additional requirements may incur additional fees.

Coffee maker (small)	<input type="text"/>	Coffee maker (large)	<input type="text"/>	Crock pot	<input type="text"/>
Soda dispenser	<input type="text"/>	Roaster	<input type="text"/>	Electric frying pan	<input type="text"/>
Other ()	<input type="text"/>	Other ()	<input type="text"/>	Other ()	<input type="text"/>
Other ()	<input type="text"/>	Other ()	<input type="text"/>	Other ()	<input type="text"/>

Vendor Application Checklist

- Completed Vendor Application
- Menu and pricing, if applicable
- Food License from Iowa Dept. of Inspections and Appeals, if applicable
- Proof of Iowa Sales Tax Permit
- Proof of Liability Insurance (\$1,000,000 coverage)

Mark and include applicable fees

- \$750 Commercial Vendor Fee
- \$325 Nonprofit Vendor Fee
- \$325 Existing Business Expansion Vendor Fee
- \$100 Electrical Fee
- \$100 Application/Clean-Up Deposit Fee (required)
- \$100 Late Fee (if after June 1, 2017)