



28th Annual Taste of Morgan Hill 2017

Presented by the Morgan Hill Chamber of Commerce
Downtown Morgan Hill
September 23-24, 2017

Pre-packaged/Food Sample Booth Vendor Application

ANNOUNCING NEW PROMOTER

The Morgan Hill Chamber of Commerce is proud to announce they have hired Sunday Minnich of Minnich Productions to produce the 2017 Taste of Morgan Hill. Sunday has over 25 years of event and festival planning experience including the Morgan Hill Mushroom Mardi Gras Festival, which boasts over 300 vendors and attracts over 70,000 people over two days.

Located in beautiful, historic, tree-lined downtown Morgan Hill, the Taste of Morgan Hill is held the last weekend in September each year. Attendance estimates are about 50,000 visitors over the two-day event. This is a fun and entertaining family festival with excellent vendors, food and entertainment!

TASTE INFORMATION:

The Taste of Morgan Hill features fine arts & quality crafts, food booths, local wine & beer gardens, entertainment, night concert, custom & classic car show, quilt show, kids zone with rides & games and promotional vendors in the Business Zone. The Taste is held in historic Downtown Morgan Hill on Monterey Rd. Hours are Saturday from 10am – 7pm and Sunday from 10am – 6pm. **This is an outdoor festival and will be held rain or shine!**

APPLICATION PROCEDURE:

- Please fill out the application completely. Read the terms & conditions, sign and mail the original with your booth fees. Make sure you keep a copy for your records
- Completed application must include **1 photo of your items for sale and 1 photo of your booth display. Applications without photos will not be considered.** If you would like your photos returned, please include a self addressed stamped envelope, with enough postage to cover the cost to return your photos. Applications and photos can be emailed to sunday@morganhill.org.
- Those accepted will receive space assignment and set-up information by the second week of September. All placement decisions are final. **NO NEGOTIATIONS!**
- Priority on pre-packaged items is given to returning vendors.
- If the organization is Veteran Exempt, please fill out the necessary information included on the Temporary Event Permit from DEH.
- Pre-packaged vendors must abide by the Santa Clara County Health Department regulations. If not, Festival Management or the Department of Health has the right to shut down your booth without refund.
- All applications will be date stamped and selected on a first come, first served basis. Each booth must have a prominent signage identifying company name.
- Vendors not accepted will have all materials and fees returned.
- No refunds after August 31st. There is a \$25 fee for returned checks.

HEALTH PERMIT:

Please copy the information pages and train all workers on these regulations. Inspectors will be on site both festival days of the festival to insure compliance. All Health Department regulations will be enforced even after the inspectors have left the grounds. Food may not be sold or sampled outside the booth. No refunds will be granted if a food vendor is shut down by the Health Department of Festival or management for non-compliance.

GENERAL INFORMATION:

The Morgan Hill Chamber of Commerce reserves the right to locate vendor booths according to the needs of the festival.

- Load-in for the event will be between 6am-8:30am Saturday September 23. Please drop your equipment and merchandise off at your booth space and proceed directly to parking and registration, on the corner of First and Monterey. Your space must be completely set up by 9:30am and open for business by 10am. All vehicles must be moved from the event area immediately after unloading. No Exceptions! If your vehicle is left unattended during set-up, you will be towed.
- We have a check-in booth the first morning of the event. Vendor check-in is open from 7am-9am and **all vendors must register by 9am**. If you are not checked in by 9am, you will be a no-show without a refund and the adjoining booths will absorb your space.
- Vendors are provided a 10x10 space only. If you feel you will need more than a 10x10 space, please sign up for 2 booths spaces. You must bring your own display, tables, tables should be covered with a washable surface, chairs etc. to fit into a 10x10 space. Corner booths are very limited and not guaranteed. No generators are permitted.
- All display and merchandise must be placed within your 10x10 space. Items may not extend into the street past your booth. No handling out of items in the walkways and walkways must remain open and clear at all times.
- No booth sharing is allowed
- Electrical service is only available during festival hours and not available in all locations.
- Overnight security will be provided. Each vendor is responsible for securing their own booth. The Festival is not responsible for any loss or theft incurred by any vendor.
- Vendors are responsible for removing their own trash from their area each evening and may not use trash receptacles used by public for its disposal. Each food booth must provide its own large garbage cans behind booth. All boxes must be broken down and disposed of in the dumpsters off Second Street. **Cleanup of your booth area is to be done by vendor at the end of the festival.**
- The Morgan Hill Chamber of Commerce has the right to prohibit and/or evict (without refund or assumption of liability for lost sales or expenses) any presentation or person who is in any manner deemed offensive or unprofessional.
- All vendors agree to participate for the entire event and understand that tear down on Sunday before 6pm is not allowed for any reason.

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EARLY BIRD APPLICATION DUE BY AUGUST 25, 2017

All fees must be submitted with your application. Please read the terms & conditions carefully and sign the acceptance of waiver, before returning your application. Applications won't be accepted unless full payment, pictures and health permit application is returned with this application.

Last Name: _____ First Name: _____

Company Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: () _____ Fax () _____ Cell () _____

Email: _____ Website: _____

Food Information: (Include 1 photos of items, 1 photo of booth display. Please include a self-addressed stamped envelope if you would like your pictures returned).

Include all items for sale & price (attach a price list if necessary) _____

Returning Vendor: Yes _____ No _____ If so, how many years have you been attending? _____

Pre-packaged/Sample Food	\$350 _____	10x10 space=	\$ _____
Additional 10X10 Space	\$300 _____	10x10 space=	\$ _____
Corner (if available)	\$150.00 additional fee		\$ _____
Health Department Fees (\$99 or \$88 if sampling/no sales)			\$ _____
Electrical Fees (max. 5 amps.)	\$75		\$ _____
		TOTAL	\$ _____
Late processing fee after August 25 th - \$100.00			\$ _____

Mail your application and payment:

Morgan Hill Chamber of Commerce
P.O. Box 786
Morgan Hill CA 95038

Or if paying by credit card, can email to: Sunday@morganhill.org

TASTE OF MORGAN HILL 28th ANNUAL
September 23-24, 2017
Pre-packaged/Food Sample Booth Vendor Application

PLEASE SIGN AND RETURN WITH APPLICATION
(Make a copy for yourself to remember the rules and regulations you are signing)

HOLD HARMLESS:

This event is held rain or shine and no space fees or vendor expenses will be refunded should an emergency of any nature arise prior to the opening time or during the event that would prevent or cancel its production. In consideration for being allowed to attend and participate in the 28th Annual Taste of Morgan Hill September 23-24, 2017, vendor agrees to hold harmless the City of Morgan Hill, the Morgan Hill Chamber of Commerce, and their respective elective or appointed boards, officers, agents, and contract employees from any and all claims, liabilities, expenses, or damages of any nature, including reasonable attorney's fees, to the extent such claims, liabilities, expenses, or damages arise out of the participation by the Taste of Morgan Hill, its agents, officers, employees, subcontractors, or independent contractors, at the festival.

In consideration of your acceptance of this entry, I, intending to be legally bound, do hereby for myself and my heirs, executors, and administrators, waive and release any and all rights and claims or damages I may accrue against the persons and organizations affiliated with the Taste of Morgan Hill for any and all injuries that may be suffered by me at or en route to and from the event. At the conclusion of the festival, all vendors are required to be completely torn down by 9:00pm Sunday, September 24, 2017. Anyone who is still on the street after 9:00pm will be invoiced overtime fees of \$50 every 15 minutes thereafter.

We look forward to seeing you at the 28th annual Taste of Morgan Hill.

I have read and understand the terms and conditions as outlined in the Food Entrants must sign, signifying acceptance of waiver.

Contact Name (please print)_____

Company Name:_____

Signature: _____

Date: _____

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CREDIT CARD AUTHORIZATION

Please fill out and return with your vendor application if you would like to use a credit card to pay for your vendor fees.

Name as it appears on Credit Card: _____

Business Name: _____

Credit Card Billing Address: _____

City, ST & Zip: _____

Please fill out the following and return with your vendor application if you would like to use a credit card to pay for your vendor fees.

☐ Visa ☐ Mastercard ☐ American Express

Credit Card Number _____ Exp _____

**Security Code/numbers on back of card _____

I authorize the Morgan Hill Chamber of Commerce to charge my credit card for:

\$ _____

Signature: _____

For more information please contact the Morgan Hill Chamber
408-779-9444 ~ sunday@morganhil.org
Mail applications to: PO Box 786 Morgan Hill CA 95038

Attention: Food Vendors selling food that is prepared in advance – manufactured or processed:

The Santa Clara County DEH requires that all prepackaged foods must submit a valid copy of your CDPH Processed food registration (PFR) or the company's PFR that processes your food (typically called a "co-packer") with your temporary food vendor permit application.

If your food is sold outside of your manufacturing facility and requires a label, you must obtain a PFR before a health permit can be issued by the Santa Clara County DEH to participate in the event.

Additionally, you are not required to have a PFR if your activities only consist of food processing activities including:

- Retail food facilities, (e.g., restaurant or grocery store) that sell food directly to consumers and have valid permit issued by a local health department.
**Keep in mind for this exemption the vendor must have their own local environmental health permit to sell at their retail facility. The exemption does not allow the operator to sell their product outside of their facility.

If the prepackaged vendor uses a co-packer (co-packer has the PFR), then they are not required to have a PFR if they only hold the product for less than 7 days. However, in this example, this county requires one of the following to occur:

1. The product must be stored at an approved food facility – the permit holder of the approved facility is required to sign their commissary form and indicate they are used for storage prior to the event.
2. The product can be shipped directly to the event site if the site is a community center, convention center, school, church or other facility that is under inspection by this department.
3. The vendor can pick up their product from the co-packer and deliver straight to the event. If product is picked up prior to the event, they need to disclose that information for review. i.e. vendor and co-packer is in Southern California, picked up the day before and driven to the event site that night; product remains in a locked trailer at the event, etc.

Information on CDPH's PFR program can be found at
<https://www.cdph.ca.gov/programs/Pages/FDB%20ProcessedFoods.aspx>.

For more information, please call the Santa Clara County DEH at (408) 918-3400 or email Suzanne Lew at Suzanne.Lew@cep.sccgov.org.

Thank you.



Application for a Temporary Food Facility (TFF) Permit at a Temporary Event

Complete BOTH sides of this form. RETURN TO THE EVENT COORDINATOR with applicable fees and documentation.
Applications, fees must be submitted to this department by the Event Coordinator at least 2 weeks before the event.

Incomplete or late applications may not be approved or the menu may be restricted.
Once the application is approved, NO changes may be made without approval of this Department.
Unauthorized changes may result in permit suspension.

For applications and TFF requirements, go to www.ehinfo.org > Programs & Services > Consumer Protection Division > Temporary Events.

BUSINESS INFORMATION		EVENT INFORMATION	
Business or Organization Name / DBA		Event Name	Taste of Morgan Hill
Owner Name or Care Of Name		Event Location	Downtown Morgan Hill
Owner Address		Event Address	17485 Monterey Road
City and Zip Code		City and Zip Code	Morgan Hill, CA 95037
Owner Business or Home Phone		Food Service Date(s)	Sept 23
Owner Cell Phone		Food Service Date(s)	Sept 24
E-mail Address		Food Service Date(s)	
Event Coordinator Name and Phone		Food Service Date(s)	
TEMPORARY FOOD FACILITY (TFF) INFORMATION		PERMIT TYPES (must check one, as applies)	
Facility Type: <input type="checkbox"/> Food Booth If your food booth will be larger than 10'x10', indicate size: _____ <input type="checkbox"/> Beverage Booth(s) Total Number of Beverage Booths: _____ <input type="checkbox"/> Food Cart <input type="checkbox"/> Food Vehicle (Applies to vehicles not permitted by County of Santa Clara DEH) <input type="checkbox"/> Truck <input type="checkbox"/> Trailer <input type="checkbox"/> Indoor Event <input type="checkbox"/> Multiple food service stations: submit a simple site plan depicting where food and beverages (including beer/wine) will be distributed.		<input type="checkbox"/> TE06 - RC1 Low-risk food <input type="checkbox"/> TE07 - RC2 Moderate-risk food, prepared for same-day service (1-12 days) <input type="checkbox"/> TE08 - RC2 Moderate-risk food, prepared for same-day service (13+ days) <input type="checkbox"/> TE09 - RC3 High-risk food, prepared in advance, cooked, cooled, and/or reheated (1-12 days) <input type="checkbox"/> TE10 - RC3 High-risk food, prepared in advance, cooked, cooled, and/or reheated (13+ days) <input type="checkbox"/> TE14 - NO FOOD/BEVERAGE SALES – SAMPLING ONLY <input type="checkbox"/> TE01 - Annual Temporary Event Permit Holder (Santa Clara County) Permit Number (PT#): _____ <input type="checkbox"/> Veteran (submit the Affidavit for a Veteran's Exemption form with required documentation, along with a copy of your honorable discharge form without your social security information)	
Food Preparation Start Time: (Before Food Service Time)		BOOTH CONSTRUCTION INFORMATION	
Name of Temporary Food Facility: (Booth name to show on permit)		Overhead Covering: <input type="checkbox"/> Canvas <input type="checkbox"/> Wood <input type="checkbox"/> Other:	
Person in Charge Day of Event:		Floor: <input type="checkbox"/> Asphalt <input type="checkbox"/> Concrete <input type="checkbox"/> Wood <input type="checkbox"/> Tarp <input type="checkbox"/> Other: (Grass or Dirt surfaces must be covered with approved tarps or plywood)	
Person in Charge's Cell Phone:		Walls: <input type="checkbox"/> Screens <input type="checkbox"/> Canvas <input type="checkbox"/> Wood <input type="checkbox"/> Other: (Enclosed food booth required if unpackaged foods are handled)	

The undersigned hereby applies for a Permit to Operate and agrees to operate in accordance with all applicable state and local regulations, laws, and such inspection procedures necessary to ensure compliance. Additionally, the undersigned is aware that non-compliance may result in closure of the temporary food facility. Any inspection time more than twenty minutes may be assessed, in 15 minute increments, at the current hourly rate approved by the Board of Supervisors, until the necessary changes or corrections are made. Re-inspections may be subject to additional fees.

I have read and understand the Requirements for Temporary Food Facilities in the County of Santa Clara and hereby agree to adhere to them.

The undersigned certifies, under penalty of perjury, that to the best of his/her knowledge and belief, the statements made herein are complete, correct and true. NOTE: Any information contained in this application is a matter of public record and is available to the public under the California Public Records Act.

Applicant Signature _____ Print Name _____ Date _____

***** OFFICE USE ONLY *****			
OW#:	FA#:	PR#:	BO#:
<input type="checkbox"/> PFR (Processed Food Registration)	<input type="checkbox"/> CFO	<input type="checkbox"/> Certified Producers Certificate	<input type="checkbox"/> Other



ATTACH ADDITIONAL SHEETS IF NECESSARY.

County of Santa Clara Department of Environmental Health
1555 Berger Drive, Suite 300, San Jose, CA 95112-2716
Phone 408-918-3400 • Fax 408-258-5891 • www.EHinfo.org

FOOD INFORMATION: A complete listing of ALL food/beverage products served, sold, sampled, or given away from your facility must be detailed below.

Business Name: _____ Temporary Event Name: Taste of Morgan Hill

Menu Item(s) Include all food, beverages, condiments and all extra ingredients served with each item.	* (1) Prepared in Advance	Prepared ONLY at event	Item will be served AT the Event:					* (3) Serve samples	Preparation Methods AT the Event:					List food equipment to be used at the event (e.g., cold-holding and hot-holding devices, rapid reheating methods, cooking equipment, sneeze guard protection) AND any additional preparation methods. - If any potentially hazardous foods will be held at room temperature, you must submit a written procedure for approval.
			* (2) Pre-packaged	Hot	Cold	Room Temperature	Cook to Order		Thaw	Cut / assemble / portion	Cook / bake / grill	BBQ / Deep fry	Reheat	
Example: Hamburger		X		X					X			X	BBQ to cook, chafing dish to hot-hold	
Example: Cookies	X					X							Food storage containers	

* (1) ADVANCE PREPARATION activities at approved kitchen <input type="checkbox"/> No advance preparation	
If you do not have a permitted facility, you must obtain permission to use a kitchen or commissary facility which has been approved in advance by the local dept. of environmental health or obtain prepared foods from an approved source. Pre-event food preparation inspections may be required. Have copies of food invoices/receipts at your booth, available for review upon request, as any unapproved foods found will be removed from public distribution.	
Commercial Kitchen or Commissary Name Address and City	The Applicant submitting this application has permission to use this facility for the specified date(s) and time(s). If this permission is rescinded, I will immediately notify County of Santa Clara, Department of Environmental Health (408-918-3400).
Phone # Date(s)/Time(s) of Pre-Event use	Print name of Permit Holder or Authorized Kitchen Representative
<input type="checkbox"/> Valid Health Permit in Santa Clara County (SCC). Enter facility #: FA <input type="checkbox"/> Facility is permitted outside SCC (ATTACH A COPY OF VALID HEALTH PERMIT).	Signature _____ Date _____
(a) Describe food items and how they will be prepared.	
(b) Describe cooling procedure for potentially hazardous foods (PHF). (Include how temperatures will be monitored and verified.) <input type="checkbox"/> No PHFs	
* (2) Will you PRE-PACKAGE food/beverages before the event? <input type="checkbox"/> No <input type="checkbox"/> Yes - submit a copy of your valid Processed Food Registration.	
If you pre-package any foods or beverages, a Processed Food Registration is required. Visit the state's website for more info: www.cdph.ca.gov .	
* (3) SAMPLING Procedures: Samples prepared in advance? <input type="checkbox"/> Yes <input type="checkbox"/> No Samples pre-portioned and pre-packaged in advance? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Include how and where samples will be prepared and how they will be served.	

AFFIDAVIT FOR A VETERAN'S EXEMPTION
FOOD BUSINESS ENVIRONMENTAL HEALTH PERMIT FEE

This exemption is in accordance with Section 16102, Business and Professions Code, which allows every Soldier, Sailor or Marine of the United States, who has received an honorable discharge or a release from active duty under honorable conditions from such service, to hawk, peddle, and vend any goods, wares or merchandise owned by that honorably discharged veteran, (except spirituous, malt, vinous or other intoxicating liquor), without payment of any license, tax, or fee whatsoever, whether municipal, county or state.

This affidavit, together with listed documentation, is to be filed with the Department of Environmental Health in conjunction with the application for an Environmental Health Permit to Operate a food business.

BUSINESS NAME: _____

**BUSINESS LOCATION/
VEHICLE DESCRIPTION:** _____

MAILING ADDRESS: _____

PHONE NUMBER: _____

BUSINESS OWNER (Veteran): _____

OWNER ADDRESS: _____ **PHONE:** _____

BUSINESS DESCRIPTION: Describe the kinds of food sold and the type of facility they are sold from: _____

BUSINESS ARRANGEMENTS WITH OTHERS: Describe the ownership of the products and how paid; franchises, on consignment; commissions; number of employees. _____

SOURCE OF FOOD SUPPLIES: (Name and location of suppliers) _____

PROOF OF OWNERSHIP OF BUSINESS: Must be sole proprietorship—not a corporation. *(Submit a copy of any two items)*

☐ Business Lease ☐ Business License ☐ Board of Equalization

VERIFICATION OF OWNER/VETERAN IDENTITY:

Drivers Lic # _____ State _____ Class _____ Expiration Date ____/____/____ Birthdate ____/____/____ Other _____

VETERAN'S SERVICE: ☐ USA ☐ USN ☐ USMC ☐ USAF ☐ USCG ☐ USPHS

SERVICE DOCUMENTATION: Attach a copy of Honorable Discharge or other evidence of honorable release from the US Armed Services

I understand that I am NOT eligible for consideration for veterans exemption if I engage in the sale of spirituous, malt, vinous or other intoxicating liquor. ☐ Initial _____

The foregoing is true of my own knowledge, except as to the matters which are herein stated on my own information and belief, and as to those matters, I believe them to be true.

I declare and certify under penalty of perjury, by the law of the state of California, that the foregoing is true and correct.

Date: _____

Signature of Honorably Discharged Veteran

☐ APPROVED ☐ DISAPPROVED **SPECIALIST** _____

Reason for denial (if applicable): _____



Taste of Morgan Hill Lodging Options

Check online for updated Lodging information
www.morganhill.org



Courtyard by Marriott
 18610 Madrone Parkway
 Morgan Hill, CA 95037
marriott.com
 (408) 782-6034



Comfort Inn
 16225 Condit Road
 Morgan Hill, CA 95037
comfortinnmorganhill.com
 (408) 778-3400



Hampton Inn
 16115 Condit Road
 Morgan Hill, CA 95037
hamptoninn3.hilton.com
 (408) 779-7666



Residence Inn by Marriott
 18610 Madrone Parkway
 Morgan Hill, CA 95037
marriott.com
 (408) 782-6034



Holiday Inn Express
 17035 Condit Road
 Morgan Hill, CA 95037
hiemorganhill.com
 (408) 776-7676



La Quinta Inns & Suites
 17043 Condit Road
 Morgan Hill, CA 95037
laquintamorganhill-sanjosesouth.com
 (669) 888-3700



CordeValle Golf Resort
 One CordeValle Dr.
 San Martin, CA 95046
cordevallegolf.com
 (888) 767-3966

RV Options



Thousand Trails
12895 Uvas Rd
Morgan Hill, CA 95037
www.thousandtrails.com
(800) 546-7222



Coyote Valley RV Resort
9750 Monterey Rd
Morgan Hill, CA 95037
www.coyotevalleyresort.com
(408) 463-8400



Maple Leaf RV Park
15200 Monterey Rd
Morgan Hill, CA 95037
www.mapleleafrvpark.com
(408) 776-1818