



January 2024

TO: INTERESTED FOOD VENDORS

FROM: Barbara A. Haluszka, Executive Director

Thank you so much for your interest in being a Food Vendor for the 2024 Battle Creek Field of Flight Air Show and Balloon Festival JULY 3 THROUGH JULY 7 and it is surely to be one fantastic event!

As in the past, we give first right of refusal to our Food Vendors that have been with us for several years. They have until March 1, 2024 to confirm their participation. However, if you are interested in being on a waiting list (in case of a cancellation) please submit the Application, Menu and picture of your booth, food truck or set up. DO NOT send any money at this time. I will keep your information on file and contact you should we have availability.

Please be sure to read all the information in the Vendor Fact Sheet. Also, review the 2023 "Tentative" Preferred Food Vendors list of products. Your chances of being chosen to participate, should we have availability, will be if you have product that is different than what you see on the product list. The product list is brief and does not list every item, from every vendor but you will understand what they pretty much sell.

Thank you so much for your interest and if you have any questions, please feel free to call the office at 269-962-0592 or email barb@bcballoons.com!

Best wishes for a successful 2024!

/bah

2024 BATTLE CREEK FIELD OF FLIGHT AIR SHOW & BALLOON FESTIVAL

FOOD VENDOR APPLICATION * BOOTH # _____

(If applying for more than one space, complete a separate application for each and number it accordingly)

Applicant Name: _____

Name of Booth & Main Product: _____

Mailing Address: _____

Cell Phone: _____ EMAIL: _____

PLEASE ATTACH A COMPLETE PRINTED MENU AS PART OF YOUR APPLICATION OR COMPLETE THE ENCLOSED VENDOR PRODUCT LIST AND RETURN IT WITH YOUR APPLICATION

10' x 20' \$450	15' x 20' \$495	20' x 20' \$580	25' x 20' \$720	30' x 20' \$820	40' x 20' \$1,130
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BOOTH CUSTODIAL FEES & EATING AREA SIZES

BOOTH SIZE YOU ARE REQUESTING: FRONTAGE _____ (FT) X DEPTH 20' (FT)

ACTUAL SIZE OF YOUR BOOTH: FRONTAGE _____ (FT) X DEPTH 20' (FT)

EATING AREA SIZE: FRONTAGE _____ (FT) X DEPTH 20' (FT)

Total Booth Custodial Fee \$ _____ 100% Due w/Contract – Amount Enclosed \$ _____

MAKE CHECK(S) PAYABLE & REMIT: Battle Creek Hot-Air Balloon Championships, Inc.
3140 5th Avenue, BATTLE CREEK, MI 49037

PLEASE COMPLETE THE FOLLOWING INFORMATION HOWEVER, THESE ITEMS WILL BE INVOICED TO YOU UPON ACCEPTANCE

ELECTRICAL & WATER – (Vendors will be invoiced for these fees at a later date)

ALL power will come from GENERATORS WHICH WILL BE FED THROUGH OUR PANELS!

I will need _____ 110's ; Indicate amperage for each (30 AMPS max per 110) _____; _____; _____; _____

I will need _____ 220's; Indicate amperage for each (50 AMPS max per 220) _____; _____; _____; _____

____ I am self-contained ~ ____ I can be hard-wired ~ I have _____ feet of cord

____ I will need one (1) water hook-up AND have _____ feet of hose for hook-up.

____ I would like to rent my own Blue Barrel (250 Gals) for \$50.00 per day (\$50 For pumping per day).

____ I would like to share a Blue Barrel with another vendor for \$25.00 per day (\$25 For pumping per day).

In signing the application, I, the undersigned, fully understand and agree to all of the terms outlined in the Fact Sheet and Application Rules, Hours of Operation, Closing of Booth Procedure and any other information as provided by the organizers leading up to the event and the final packet of information day of arrival . Furthermore, I understand that any violations could cause immediate forfeiture of space, custodial & maintenance fees paid and removal from event grounds and exclusion from future events. It is further understood, that Battle Creek Hot-Air Balloon Championships, Inc., (organizers of the Battle Creek Field of Flight Air Show and Balloon Festival) shall obtain a liquor license and shall receive all profits from the sale of alcoholic beverages.

Signature of Applicant: _____ Date: _____

Print Name of Applicant: _____ Date: _____

BATTLE CREEK FIELD OF FLIGHT AIR SHOW & BALLOON FESTIVAL

July 3 – July 7, 2024

At the

Battle Creek Executive Airport – Battle Creek, Michigan

ALL VENDOR RATE SHEET

FOOD VENDORS CUSTODIAL FEES

10' Front x 20' - \$ 450.00	25' Front x 20' - \$ 720.00
15' Front x 20' - \$ 495.00	30' Front x 20' - \$ 820.00
20' Front x 20' - \$ 580.00	40' Front x 20' - \$1,130.00

- Fee includes one free water hook-up per space. Generators are provided for rent. (Individual Generators are not permitted.)
- 10% Maintenance Fee on Daily Gross Sales to be paid to B.C.H.A.B.C., Inc.
- Food Vendors have exclusives on WATER Sales.

NOVELTY/FLEA MARKET VENDORS CUSTODIAL FEES

10' x 10' - \$450.00
20' x 10' - \$500.00
20' x 20' - \$550.00

- No water hook-ups or power available. Individual Generators are not permitted. No Maintenance Fee.

CRAFTERS CUSTODIAL FEES

HOMEMADE OR HAND DECORATED ITEMS ONLY!

10' x 10' - \$200.00	15' x 15' - \$240.00	20' x 20' - \$280.00
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- No water hook-ups or power available. Individual Generators are not permitted. No Maintenance Fee.

COMMERCIAL/SPECIALTY BOOTHS CUSTODIAL FEES

10' x 10' - \$1,500.00	40' x 40' - \$3,500.00
20' x 20' - \$2,500.00	40' x 60' - \$5,000.00
40' x 80' - \$6,800.00	

- LIMITED water hook-ups could be available and in some locations power.
- 10% Maintenance Fee on Daily Gross Sales could apply or may be waived for Commercial/Specialty Vendors.
- Individual Generators are not permitted.

QUESTION: CALL THE BALLOON OFFICE 269-962-0592

EMAIL: barb@bcballoons.com

2024 Battle Creek Field of Flight Air Show & Balloon Festival

Vendor/Concession Name: _____

If you do not have a printed menu to include with your application, please complete the following by simply placing an **"X"** next to each item that pertains to you. If you have an item you wish to sell and it is not below, please add under **"OTHER"**.

Main Menu - Food Items

- ___ BBQ Chicken/Rib (Baskets/Dinners)
- ___ BBQ Chicken Sandwiches
- ___ BBQ Pork Sandwiches
- ___ Beef Wraps
- ___ Brats
- ___ Burgers
- ___ Cheese Fries
- ___ Chicken Sandwiches
- ___ Chicken Tenders
- ___ Chicken Wings
- ___ Chicken Wraps
- ___ Chicken Fried
- ___ Chili Cheese Fries
- ___ Chili Dogs
- ___ Corn Dogs
- ___ Corn on The Cobb
- ___ Deli Sandwiches
- ___ Deep Fried Veggies
- ___ Fish (Basket/Sandwiches)
- ___ French Fries
- ___ Fried Donuts
- ___ Italian/Polish Sausage Dogs
- ___ Kabobs
- ___ Nachos
- ___ Nacho Supreme
- ___ Pasta (Hot)
- ___ Philly Steak Sandwiches
- ___ Pizza
- ___ Pretzels
- ___ Roasted Nuts
- ___ Saratoga Chips
- ___ Salads
- ___ Sweet Potato Fries
- ___ Turkey Legs

Other items:

Sweet Treats - Food Items

- ___ Apple Dumplings
- ___ Candy Apples
- ___ Carmel Apples
- ___ Carmel Corn
- ___ Cotton Candy
- ___ Elephant Ears
- ___ Floats
- ___ Funnel Cakes
- ___ Funnel Fries
- ___ Ice Cream ___ Cone ___ Dish
- ___ Ice Cream Sandwiches
- ___ Ice Cream Sundae
- ___ Ice Cream Sundae
- ___ Popcorn
- ___ Slushies
- ___ Smoothies
- ___ Snow Cones
- ___ Soft/Hard Serve Ice Cream
- ___ Strawberry Shortcake
- ___ Hot Dogs

Other Items:

Beverages:

- ___ Bag-In-A-Box
- ___ Bottle or Can of Pop
- ___ Bottle Water
- ___ Cappuccino/Coffee
- ___ Energy Drinks
- ___ Fresh Squeezed Lemonade
- ___ Ice Tea
- ___ Lemonade
- ___ Iced Tea
- ___ Old Fashioned Sodas

Other items:

NOTE: 10 Cases of Water must be purchased from BC Field of Flight Inventory Committee.

2024 BATTLE CREEK FIELD OF FLIGHT AIR SHOW & BALLOON FESTIVAL

BATTLE CREEK EXECUTIVE AIRPORT ~ JULY 3 THROUGH JULY 7

FACT SHEET & APPLICATION RULES

FOR

FOOD * NOVELTY/FLEA MARKET * ARTS & CRAFTS * COMMERCIAL/SPECIALTY
*** MILITARY BOOTH VENDORS**

THE APPLICATION/AGREEMENT UNDER THE SUPERVISION AND ENFORCEMENT OF BATTLE CREEK HOT-AIR BALLOON CHAMPIONSHIP'S INC. HEREAFTER REFERRED TO AS "BALLOON CORPORATION" or "FIELD OF FLIGHT".

Priority for space will be reviewed on previous participation, date of receipt, and type of product. Balloon Corporation has the right to approve or disapprove any items a Vendor may wish to sell, dispense, promote, give away, etc. Balloon Corporation will limit the number of concessions selling the same product/item and limit the number of spaces per vendor. **The Vendor Application or Agreement must be completely filled out and must accompany 100% of the booth custodial fee in order to be considered as a Vendor.**

In signing the application, Vendors agree to all of the terms outlined and fully understand that violation of any portion of this "Fact Sheet and Application Rules" could cause immediate forfeiture of space, custodial fees, removal from event grounds and exclusion from future events.

FILLING OUT APPLICATION/AGREEMENT

You must complete each section and remit all required items, i.e. **photo (new vendors only)** and **100% of the custodial fee**. Initially, the Vendor Application for Agreement is simply an "application". Once you have been accepted, it becomes the binding Agreement. If you have any questions about completing this application, please contact the **Balloon Championship Office at (269) 962-0592**, for assistance.

INSURANCE

ALL Food and Specialty Booths are required to furnish a certificate of insurance in the minimum amount of \$300,000.00 covering all liability for operation of his/her booth.

The certificate must name Battle Creek Hot-Air Balloon Championship's, Inc., and the City of Battle Creek as additional insured's. You may have this certificate **faxed** to us at **(269) 962-8687**. Be sure that **the name** you are submitting on the application is the **same name** that appears on the certificate.

This certificate must be provided to us no later than June 1, 2024. Vendors will not be permitted to set-up without proper insurance papers, which could cause forfeiture of space and all custodial fees paid. **The dates on this certificate must begin on the day you plan to set-up and conclude on the day you depart.**

Arts & Crafts, Novelty and Flea Market Vendors are not required to have insurance. Vendors are responsible for any loss of items, damage, theft, etc. In addition, **any person injured at your booth or display will be your responsibility.** Thus, you agree to hold harmless **Battle Creek Hot-Air Balloon Championships Inc. and the City of Battle Creek, Michigan** from all claims that may arise from loss of product or revenue, and you assume all responsibility should injury occur to a spectator or worker as a result of your said display or booth. By Signing the Application solidifies that you have read this document and agree with its entirety.

DESCRIPTION OF VENDORS (Applications could be accepted up to June 10, depending on space availability.)

NOVELTY/FLEA MARKET – Are homemade items, pins, patches, sunglasses, mugs, models, calendars, purses, wearables, antiques, etc. **NO WATER HOOK-UPS OR POWER AVAILABLE. OUTSIDE GENERATORS ARE NOT PERMITTED.** \$100 cash refundable **CLEAN UP Fee** will be needed on set up day. If your area is free of debris after inspection, you shall receive the fee back. Should you leave a mess in your area, you will forfeit the Fee and be excluded from future events.

FOOD VENDORS - Must be a self-contained trailer or booth! Chicken, gyros, cotton candy, hamburgers, hot-dogs, elephant ears, etc. **WATER HOOK-UPS & POWER AVAILABLE (MUST USE POWER SOURCE WE PROVIDE AND NO OUTSIDE GENERATORS PERMITTED.**

SPECIALTY BOOTHS/COMMERCIAL DISPLAYS/MILITARY RECRUITING - Include, but are not limited to: charge cards, spas, balloon dealers, sponsors, vacuum sweeper sales, contractors, recruiters, etc. **NO WATER HOOK-UPS AVAILABLE and NO POWER AVAILABLE. NO OUTSIDE GENERATORS PERMITTED.** If your area is free of debris after inspection, you shall receive the fee back. Should you leave a mess in your area, you will forfeit the Fee and be excluded from future events.

ARTS & CRAFTS - HOMEMADE, HAND DECORATED, ETC.! **NO WATER HOOK-UPS OR POWER AVAILABLE(GENERATORS NOT PERMITTED).** If your area is free of debris after inspection, you shall receive the fee back. Should you leave a mess in your area, you will forfeit the Fee and be excluded from future events.

PLEASE NOTE: ONLY ONE DISPLAY OR VENDOR PER SITE REGARDLESS OF SIZE; HEALTH DEPARTMENT PERMITS ARE MANDATORY for anyone selling food products; no overnight camping on the event grounds and **NO PETS ALLOWED! ALL VENDORS MUST BE OPEN EVERY DAY IN ACCORDANCE WITH THE EVENT SCHEDULE and/or VENDOR HOURS OF OPERATION.** The final hours of operation will be given to all Vendors upon arrival. However, should we have inclement weather or events get cancelled, hours of operation and closure of your Vendor Booth could be shortened and Vendors will need to leave the grounds within one hour from the last event held.

BEVERAGE TENTS - Balloon Corporation (Battle Creek Hot-Air Balloon Championships, Inc.) shall be the only party allowed to sell alcoholic beverages in cooperation with the Michigan Liquor Control Commission. In signing the application, you, fully understand and agree to all of the terms outlined in this Fact Sheet and Application Rules. Furthermore, you understand that any violations could cause immediate forfeiture of space, custodial & maintenance fees paid and removal from the event grounds and exclusion from future events. It is further understood, that Battle Creek Hot-Air Balloon Championships, Inc., (organizers of the Battle Creek Field of Flight Air Show and Balloon Championships) shall obtain a liquor license and shall receive all profits from the sale of alcoholic beverages.

OFFICIAL SUPPLIERS & RESTRICTED ITEMS

There are certain items that are "restricted" and cannot be sold or given away by anyone, unless prior written approval is given by Balloon Corporation. Such items could include, but are not limited to soft drinks, water, food supplier, glow in the dark objects, helium-filled objects, and alcoholic beverages. **PLEASE NOTE: Absolutely NO helium or air filled balloons or objects are permitted and absolutely NO Drones are permitted to be flown on the Airport grounds!**

Items cannot contain the wording "Battle Creek Hot-Air Balloon Championship's and Air Show" or "Battle Creek Field of Flight Air Show & Balloon Festival" or any other such wording, which pertains to the official name or official logos of Balloon Corporation. Specialty Booths wishing to give away t-shirts or wearables must have the written permission from Balloon Corporation.

If we obtain an Official Soft Drink Sponsor or Water Sponsor, vendors will be required to purchase a minimum amount of product. If you have any questions, please contact the Balloon Office. Should we have an Official Supplier for the event, you could also be required to purchase various food or paper products from them. Please understand, we will not expect you to purchase product from an Official Supplier if they do not handle the specific brand you need or if their pricing is higher. At this time, there is no Official Suppliers.

Hopkins Propane will be an Official Sponsor for the event. Therefore all Vendors needed Propane and or tank rentals will be required to use Hopkins Propane. Please contact Tom O'Connor at tom_oconnor@superiorpropane.com

BOTTLED WATER

FOOD Vendor s will be required to purchase a minimum of 10 Cases of Water from the Battle Creek Field of Flight Inventory Distribution Committee. We will sell the water to you at a fair market value. **FOOD VENDORS WILL BE THE ONLY VENDOR SELLING WATER!!!!**

ICE

We will have a reefer filled with ice and we will make daily deliveries to Vendors; at which time Vendors will be required to pay cash or have a money order. We will carry 22lb bags of ice that will be sold individually. The estimated price on the 22lb

bags will range from \$5.00-\$8.00. However, please realize that Balloon Corporation will have exclusives on the event grounds. **ALL VENDORS must purchase all their ice on site; which means you cannot bring in ice from an outside source.** Final price will be given to you in your arrival packet.

SET-UP OF VENDORS

We will send you an “acceptance packet” and provide you with a “set-up” request form. You will be permitted to indicate which day you would like to set-up, based on the following **tentative schedule** (times could change due to scheduling).

Monday, July 1	9 AM – 3 PM – FOOD ONLY
Tuesday, July 2	9 AM – 3 PM – ALL VENDORS
Wednesday, July 3	9 AM – 2 PM – ALL VENDORS

Food Vendors will be permitted to have a Storage Trailer located behind their Booth. No other Vendor will be permitted to have a storage trailer parked behind their booth unless prior permission is granted. Trailers are permitted if it is actually your “booth” (versus most vendors using a tent) and you must indicate such on the Application.

ELECTRICAL/LIGHTS/WATER HOOKUPS

Our event is completely run on **GENERATORS!** Therefore, Balloon Corporation will make all arrangements for **ALL FOOD Vendors Generators and will charge each vendor accordingly for the use of the Generator and Fuel for the Generator. No Vendor is permitted to bring their own Generator. If you have any questions, please call the Balloon Office!**

FOR LIGHTS IN THE EVENING – We will provide some light carts and we strongly urge All Vendors (except Food) to use solar yard lights around their booth. They are very inexpensive and do produce a great deal of light.

LIMITED water hookups will be available (one per food booth) but this water is not to be used as drinking water. Vendors are responsible for providing a UL approved check valve in order to connect into our water lines. Again, indicate your needs on the Application. Water hook ups are for **Food Vendors only**; some exceptions may apply.

TEAR DOWN

ALL Vendors tear down will be Sunday, July 7 at the conclusion of the last activity around 10 PM and Vendors must clear the Event Grounds by 1:00 am. Tear down will continue on , July 8, from 9:00 AM until 3 PM. VENDORS MUST COMPLETELY CLEAN THEIR AREA AND DISPOSE OF ALL GARBAGE! ALL GARBAGE MUST BE PUT IN A DUMPSTER! REMINDER: ALL GENERATORS PROVIDED BY BALLOON CORPORATION WILL BE SHUT DOWN AND DISCONNECTED ON SUNDAY, JULY 7 NO LATER than 11 PM. Or within one hour 30 minutes after the final event that evening.

ALL OTHER VENDORS further agree to check out with the Concessions Committee or Balloon Corporations designated person before leaving the grounds at the conclusion of the event to ensure that their area is completely cleaned and all garbage properly disposed. Any Vendor found not abiding by the terms and conditions set forth in this agreement will be in violation of this agreement, which could result in immediate exclusion from future events.

NO ONE WILL BE PERMITTED to leave the grounds on July 7 until **ALL** spectators have cleared the field and the VIP/Committee Parking lots located at the South End of the Field at Gate #6 have cleared.

SALES TAX

All Vendors are required to pay to the State of Michigan 6% of their sales. It is your responsibility to make sure payment to the State of Michigan is achieved.

GROSS SALES

ALL FOOD VENDORS shall pay a 10% maintenance fee on all Gross Sales to Balloon Corporation. Balloon Corporation will provide an accounting form for each Vendor to complete. The Concessions Committee or its designee will collect forms and maintenance fee owed on a daily basis. **PAYMENT MUST BE CASH AND RECEIPTS WILL BE PROVIDED! THIS RULE COULD ALSO APPLY TO NON-FOOD VENDORS.**

FOOD PERMITS

Food permits must be obtained from the Calhoun County Health Department, 190 East Michigan Avenue, Battle Creek, MI 49014. **Drew Dean, REHS**, is our POC and can be reached at the Office 269-969-6341 and the fax number is 269-969-6490. The Health Department will receive a complete list of all accepted vendors and will be inspecting all Food Booths prior to the event opening. **ALL HEALTH PERMITS/TEMPORARY FOOD SERVICE APPLICATIONS Can Be Obtained by Following These Steps: GO TO**

www.calhouncountymi.gov/government/health_department

You will “click” on Environmental Health, which is under the Health Department list on the left side of your screen; next “click” on Food Protection Program. You will see at the bottom of the list, in the middle section, Temporary Food Permit Issuance and Inspections “click” on this. Now you have the Temporary Food Service Application and the Food Operations Checklist. All PERMITS must be paid for prior to SET UP on the Event Grounds. The Health Department staff is not allowed to take cash payments or payments in the field, therefore, you need to pay in advance at the Health Department or go to the Health Department upon arrival. Once you have been approved, we strongly urge you to handle this in advance.

VEHICLE PASSES

Novelty, Arts & Crafts/Flea Market Vendors can receive complimentary parking passes for a maximum of two (2) vehicles and one (1) storage trailer or unit. These passes will allow the parking of both VEHICLES to be in the reserved lot through Gate #6. Should a vendor have a storage trailer of some sort, it too will be parked in the reserved lot inside Gate #6. The storage trailer or unit will park in the far North end of the reserved lot and Vehicles must be detached from the storage trailer once it is in place. For food vendors, your necessary passes will be worked out upon arrival and depends on total number of booths. These vehicles should be parked directly behind your space assignment or an area that we designate. These passes must be visible in the vehicles at all times! Specialty/Commercial Vendors will not be permitted to park at their booth location; a designated area will be provided to you. Vendors will be allowed to purchase a week-long permit for \$20.00 for vehicles outside the festival grounds, or you may choose to pay \$10.00/\$5.00 per day, per car. Additional free parking passes may be granted upon request. **Absolutely NO OVERNIGHT CAMPING on the Event Grounds, in storage units, vehicles, etc. Visit our website for RV Camping information.**

ADMISSION PASSES

“All Other” Vendors will receive at least two (2) daily comp admission wristbands. These wristbands must be on your wrist for free entry to the event grounds and your booth area. These are non-transferable. Should a vendor need additional passes, they will be permitted to purchase them on set up days.

Food Vendors will receive the Food Vendor Badges verses the wristbands. Total number will be granted based on number of booths and workers.

Specialty/Commercial and Recruiters will receive a minimum of two(2) per day. Additional complimentary admission passes can be granted based on contract agreement, size of overall booth, etc.

PLEASE NOTE: EVERYONE IN THE VEHICLE (Entering the Field) WILL BE CHARGED IF THEY DO NOT HAVE A WRISTBAND OR BADGE for each day!

VENDORS DEBRIS DISPOSAL/PUMPING OF HOLDING TANKS/RENTAL OF GREY WATER TUBS

All Vendors will be accessed a \$100.00 “clean up fee” per day, IF, THEIR AREA IS NOT KEPT CLEAN as determined by the Concession’s Committee. Absolutely nothing is to be left behind on departure, i.e., grease, bricks, boxes, ashes, etc. In fact, the Organizers reserve the right to charge a “clean up” fee in advance, this fee will be given back, provided the Vendor is not in violation of the clean up rules and there area is clear of all debris. Should we desire to have the advance fee, we will disclose this in the acceptance packet.

Vendors are not to use or move the trash barrels or dumpsters located in front of their booths or said area for the disposing of any product! Disposing of grease, fat or any other type of liquid is not to be dumped in any of the refuge containers. Vendors are responsible to have their own disposable containers and must be removed from the grounds upon your departure.

Dumpsters and “yard waste containers” will be strategically placed and you will be assigned a specific dumpster for all food products and basic garbage. **All cardboard boxes and large paper products are to be broken down and disposed of in a designated area provided by Balloon Corporation; do not set any product outside the units or dumpsters.** Should you have a large quantity of boxes, please contact someone from the Concessions Committee or the Launch Site Committee and they will transport your boxes to the designated area.

We will make arrangements to have Jon’s To Go pump your holding tanks and grey water (there will be a fee). We will also make arrangements for you to rent “BLUE BARELLS” and to have them pumped. They hold approximately 250 gallons of grey water and can be shared. If your holding tank is large enough to hold grey water for approximately two (2) days of operation, you will not need to rent a Tub.

PRODUCT SALES, ADVERTISING AND GIVEAWAYS

A complete description of product sales, register to win, food sales, etc., must be explained on your application. This is to avoid conflicts and to keep everything fair. **All solicitations must remain inside your own display tent or booth area including advertising signs, unless prior written consent has been given by Balloon Corporation.**

EATING AREAS

There are no tables or chairs available for spectators to utilize. In the past, some Vendors have brought in their own “eating areas”. This is permissible, however, there will be a charge and the eating areas will be located directly next to or across from your booth. You must indicate on your agreement if you would like to bring an eating area and the size you plan to have. It is your responsibility to keep this area clean. Eating areas are calculated according to the custodial rates outlined for Food Vendors.

HOURS OF OPERATION

Hours of operation will fluctuate depending on each day's schedule. We will provide you with the hours of operation prior to the actual event and an updated version will be in your arrival packet. Vendors will have time to clean their booth after the conclusion of the last scheduled event; you will have ONE (1) hour. The On-Field Security Committee or Concession’s Committee will give you a **final** warning for vacating the grounds each evening. **The tentative hours of operation will coincide with the Tentative Schedule of Events. However, inclement weather and cancellation of events could result in early closures and all vendors will need to adjust to such time changes.**

IDENTIFICATION OF BOOTHS

All Vendors, as determined by Balloon Corporation, could be required to attach a large booth number to the front and back of their booth. These numbers will be pre-assigned and provided by Balloon Corporation.

GOLF CARTS AND/OR MOPEDS

Golf carts, mopeds, bicycles, 4-Wheelers, 3-Wheelers, Gators or any type of motorized vehicles **are not permitted without advance permission!** You must have an insurance certificate in the amount of \$200,000.00 for liability with Battle Creek Hot-Air Balloon Championships Inc. and the City of Battle Creek as additional insured’s. You must receive this permission prior to set-up for such vehicles and abide by the rules set forth by the organization. Any vendor found not in compliance could result in forfeiture of their space and all custodial and maintenance fees paid. These vehicles are not permitted on the Launch Field, in front of Food Concessions (must use the back perimeter road), or to conduct a site survey of the area. If permission is granted, you will be given a special sticker for your vehicle with restrictions. Those wishing to rent a handicapped scooter may contact Randy’s Mobility 407-492-2321.

DEADLINE FOR APPLICATIONS

All “preferred Food Vendors” or those that have participated for the last several years will have first rights for acceptance; if their application is received on or before March 1, 2024, and accompanied with 100% of their custodial fee – There will be NO EXCEPTIONS! All new Food Vendors interested in being on our waiting list may submit the Application, a picture of booth and Menu. Should we have an opening, or find a need for your type of product, we will contact you.

Because we limit the number of duplicate booths and will be limiting the total number booths for "All other Vendor Categories", we will be evaluating all applications as we receive them. Confirmation will be given on a weekly basis. **You must submit 100% of your "custodial fee" with your application in order to be considered. Checks need to be made payable to: B.C.H.A.B.C. Inc. If you are not accepted, we will send you a letter and return your deposit. Please remember, the earlier you submit your information the better your chances are of being accepted. Any checks returned for Non-Sufficient Funds will incur an additional \$25.00 fee.**

CANCELLATION POLICY

Should any Vendor have to cancel **AFTER May 20, 2024**, they **will forfeit** all money paid to date. If for some reason we must cancel the event, due to COVID or any other unforeseen events, vendor deposits will be returned.

MISCELLANEOUS REMINDERS

No motor homes, trailers, or recreational vehicles will be allowed to connect to the electrical supply without written permission. No overnight camping on event grounds will be permitted except in the designated Balloon Corporation RV Lot; Fire inspectors, authorized electricians, and Balloon Corporation shall have full authority to eliminate any hazardous or unsafe conditions without notice to the Vendor; Any Vendor found causing excessive noise could forfeit their space and all monies paid; Balloon Corporation shall provide minimum security patrols; however, Balloon Corporation assumes **no liability** for damages caused by theft, vandalism, or severe weather conditions; Balloon Corporation reserves the right to limit ingress and egress during the balloon event. This will be under the control of Balloon Corporations Police Services and the On-Field Security Committees. The access to Specialty Booth areas by vehicles shall be restricted in such a manner as not to interfere with balloon launches and other scheduled events. Vendors shall vacate the grounds each night one hour after the completion of the last scheduled event of the day. This includes all workers. Portajons will be placed in strategic locations for use by Vendors and their workers.

NO VENDORS WILL BE PERMITTED to leave the grounds until **ALL** spectators have cleared the field and the VIP/Committee Parking lots located at the South End of the Field at Gate #6 have cleared. So, let the crowd leave and relax a bit before trying to head out!

1/10/2024

2023 BATTLE CREEK FIELD OF FLIGHT AIR SHOW AND BALLOON FESTIVAL
LIST OF FOOD VENDORS & BRIEF MENU'S
FIRST RIGHT FOR REFUSAL VENDORS

- *[The Best Around](#) – Featuring Philly Steak, Chicken on Stick, Hot Dogs, Corn Dogs, Philly Chicken, Fries, Nachos, Hamburgers, Saratoga Chips, Sausage Sandwich, Chicken Strips, Beverages.
- *[Gabby's Famous BBQ](#) – Featuring BBQ Chicken, Ribs, Chicken Sandwiches, BBQ Pork Sandwiches, Burgers, Corn Dogs, Fries, Hot Dogs, Kabobs, Philly Steak, Salads, Turkey Legs, Rice, Beans, Beverages.
- *[The Best Around](#) – Featuring Gyros, Fries, Corn Dogs, Saratoga Chips and Beverages.
- *[Beach Concessions](#) – Featuring Candy Apples, Carmel Apples, Carmel Corn, Cotton Candy, Popcorn, Sno Cones, Beverages.
- *[Schlotsky's](#) – Featuring Chicken Wraps, Deli Sandwiches, Salads, Chips, Cinnabon, Beverages.
- *[Ibison Concessions](#) – Featuring Cheese Fries, Chili Cheese Fries, Corn Dogs, French Fries, Pretzels, Elephant Ears, Floats, Funnel Cakes, Ice Cream, Strawberry Shortcake, Shakes, Beverages.
- *[The Best Around](#) – Featuring Elephant Ears, Funnel Cakes, Lemon Shake Ups, Beverages.
- *[Fire Kissed Pizza](#) – Featuring awesome homemade pizzas with a variety of toppings, Beverages.
- *[Ibison Concessions](#) – Featuring Cheese Fries, Chili Cheese Fries, Corn Dogs, French Fries, Pretzels, Elephant Ears, Floats, Funnel Cakes, Ice Cream, Strawberry Shortcake, Shakes, Beverages.
- *[The Best Around](#) – Featuring Curly Fries, Lemon Shake Ups, Beverages.
- *[Hot Wisconsin Cheese](#) – Featuring hand cut Cheddar Nuggets, Mozzarella Fingers, Jalapeno Cheddar and Swiss-N-Rye batter dipped and fried on a stick, Beverages.
- *[Emma's Cookie Kitchen](#) – Featuring deep fried Cookie Dough, Cookies, Cookie Sandwich, Hot Fudge Sundae, Root Beer Float, Dreamy Orange Float.
- *[Biggby Coffee](#) – Featuring Blast Energy Drinks, Red Bull Crème Freeze, Kids Magic Milk, Sweet Foam Coffee, Cream Freezes and Beverages.
- *[The Sweet Spot](#) – Featuring Cotton Candy, Kettle Corn and Shaved Ice.
- *[Two Guys Nomadic Grill](#) – Featuring Burgers, Grilled Cheese, Chicken Sandwiches, Fries, Onion Rings, Reuben Sandwiches and Beverages.
- *[E & M Concessions](#) – Featuring Chicken & Pork Kabob Platter, Chicken Rice Bowls, Stir Fry Veggies, Chicken Noodles, Egg Roll, Fried Rice and Beverages.