

# The Lights of Christmas

## Information for Potential Food Vendor at *The Lights of Christmas* Stanwood, Washington

Thank you for expressing an interest in providing concessions at *The Lights of Christmas*.

If you are selected to participate in *The Lights of Christmas*, you will be joining the Warm Beach Camp staff and volunteers, in providing the largest Christmas event in the Pacific Northwest!

If you decide to apply for the opportunity to participate in *The Lights of Christmas* in the future, please complete a Food Vendor Application (link available on website)

A few things that you should know:

1. Warm Beach Camp collects from the Food Vendor a percentage of gross sales, which is currently 20%. You will be invoiced for that amount weekly.
2. Each sales transaction must be recorded using a POS device. These are the sales records used to calculate the percentage due to Warm Beach Camp. Sales reports must be turned in daily to The Business Office with a reconciliation form. They will be returned to the Food Vendor if requested.
3. Warm Beach Camp reserves the right to limit menu items offered.
4. Mandatory hours of operation: 5pm – 10pm (or later if busy) on each night that *The Lights of Christmas* is open. The dates vary from year to year but we are closed Christmas Eve and Christmas Day. Please go to our website [www.thelightsofchristmas.com](http://www.thelightsofchristmas.com) to confirm the exact dates each year. Booths must be appropriately staffed during all days/hours that the event is open.
5. Behavior of all staff must reflect the atmosphere of *The Lights of Christmas*, a family-friendly, drug and alcohol-free event.
6. General liability insurance of \$1,000,000 is required. The Vendor is required to provide a Certificate of Insurance Coverage naming Warm Beach Camp and Conference Center as additionally insured.
7. Snohomish County Health District temporary food service permits are required and must be posted at the booth.
8. Food booths must also meet Snohomish Fire Marshal and Snohomish Health District requirements.

We hope you find this information useful. If you have further questions feel free to contact:

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