



CITY OF WEST LIBERTY

RAGBRAI VENDOR APPLICATION

VENDOR INFORMATION

Organization Name: _____

Address: _____

Contact Person: _____

Phone #: _____

Email: _____

Sales Tax Permit #/DEF ID #/SSN #: _____

PRODUCTS OR SERVICE

List the type of item (food, beverage, or other) your organization will sell, including prices. If you plan to serve a meal, please attach the full menu on a separate sheet of paper. If you will offer a discount for riders with official RAGBRAI wristbands, please indicate discounted pricing as well.

How many people are you prepared to serve? _____

Item/Service: _____

Wristband Price: _____

Non-Wristband Price: _____

Item/Service: _____

Wristband Price: _____

Non-Wristband Price: _____

Item/Service: _____

Wristband Price: _____

Non-Wristband Price: _____

For any additional items/services please attach full inventory & prices on a separate sheet of paper.

LIST ANY HAZARDOUS MATERIALS YOU WILL HAVE OR USE (IE – Gasoline, Propane, Cleaning Materials, etc.) _____

VENDOR FEE INFORMATION

Standard space is 10' x 20'. All vendors will be assigned a space by City Hall. If you would like to reside in front of an established business, please contact City Hall for further information at 319-627-2418.

Commercial Vendor Fee: **\$400** _____

West Liberty Chamber Member Fee: **\$300** _____

Non-Profit Vendor Fee: **\$100** _____

Additional 10' x 10' booth space: **\$100** _____

YOUR APPLICATION CANNOT BE PROCESSED UNLESS THIS FORM IS COMPLETELY FILLED OUT WITH THE VENDOR FEE AND A COPY OF YOUR PROOF OF LIABILITY INSURANCE COVERAGE ENCLOSED. IF YOU ARE FOOD/DRINK VENDOR, YOU MUST ALSO INCLUDE A COPY OF THE APPROPRIATE LICENSE & PASS A HEALTH INSPECTION. PERMITS WILL BE ISSUED NO LATER THAN JULY 14TH, 2023. PERMIT MUST BE DISPLAYED AT ALL TIMES DURING OPERATION ON JULY 29TH, 2023.

Mail or Drop Off: City of West Liberty, 409 N Calhoun Street, West Liberty IA, 52776

Please make checks payable to "City of West Liberty"

Signature: _____

Date: _____