

June 2, 2008

TO: Food Vendors for Savannah Potato Fest

FROM:

John M. Spellman  
Vendor Coordinator

We are busily working on the Savannah Potato Fest, which is scheduled for September 19, 20 and 21, 2008.

Enclosed is the flyer providing the major events for the weekend. And I have also included a contract and map of the vendor spots for this year. Food vendors are located on the eastern portion of the Potato Fest Field and will be arranged very much like last year. The food vendor spots will be marked when you arrive on the field. If you are not able to fit into that space, please let us know. A spot will be reserved for you as soon as the contract and money is sent in.

As a food vendor, you need to:

\*Provide a list of the food items that you would like to sell.

As soon as we receive your contract, I will contact you to approve your menu. We would like to make sure we do not have a lot of duplication.

\* Provide us a copy of your health permit in order to sell food on the grounds and the original needs to be on display in your booth. You may bring a copy with you when you arrive in September or mail to us when you receive it for your season.

This MUST be done.

Please note that we would like all contracts back by September 1. After that date, there is a late charge added.

If you have any questions, feel free to call me at 315-365-3156 or email us at [spellmanjc@tds.net](mailto:spellmanjc@tds.net).

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June 1, 2008

TO: Savannah Organizations that are Food Vendors for Savannah Potato Fest

FROM:  
John M. Spellman  
Vendor Coordinator

We are busily working on the Savannah Potato Fest, which is scheduled for September 19, 20 and 21, 2008.

Enclosed is the flyer providing the major events for the weekend. And I have also included a contract and map of the vendor spots for this year. Food vendors are located on the eastern portion of the Potato Fest Field and will be arranged very much like last year. A spot will be reserved for you as soon as the contract is returned to us. It is important that all organizations complete a vendor application; however fees are waived for local Savannah Non-For Profit Organizations.

As a food vendor, you need to:

\*Provide a list of the food items that you would like to sell.

As soon as we receive your contract, I will contact you to approve your menu. We would like to make sure we do not have a lot of duplication. Savannah organizations will have first preference for all menu items.

\* Provide us a copy of your health permit in order to sell food on the grounds and the original needs to be on display in your booth. You may bring a copy with you when you arrive in September or mail to us when you receive it for your season. We have not always asked for this in the past, but it is important that you obtain one for the weekend. If you are not sure how to obtain one, contact me and I will give you the address. Plan at least two weeks a lead time.

Please note that we would like all contracts back by September 1. If you have any questions, feel free to call me at 315-365-3156 or email us at spellmanjc@tds.net.