

MONROE BBQ & LOGGING FESTIVAL

2024 BBQ Competition Entry Info, Rules, Application & Liability Release Forms

EVENT INTRO

Join us at our First Annual **Monroe BBQ & Logging Festival** in Monroe, Oregon on Saturday, May 18, 2024. Please read the following BBQ Competition Entry Info, BBQ Competition Rules, and BBQ Space Requirements before completing/mailing your application/fee, waiver of liability form, etc. BBQ Teams will grill up delicious, mouth-watering meat that pleases the judges and compete to win \$5,000 in cash and prizes.

While cheering on your favorite team, at the BBQ Competition, don't forget to check out the antique log truck show (plus log truck cruise is tentatively planned), local artisans and crafters, food trucks, beer, spirits, and wine tastings, music entertainment, and kids' activities for all to enjoy!

For more details on the **Monroe BBQ & Logging Festival**, navigate to our Facebook event:

<https://www.facebook.com/events/1978442602531963>

Also, feel free to like and follow the "Monroe Festivals & Events" Facebook and Instagram pages and watch for event updates via social media along with a new website! Stay tuned!

EVENT DETAILS

- **What:** We are excited to announce our newest event, the **Monroe BBQ & Logging Festival!**
- **When:** This event kicks off on Saturday, May 18, 2024 from 10 a.m. to 6 p.m.
- **Where:** Downtown Monroe, Oregon (more details on location to follow).
- **What Events are Planned:** BBQ Competition & BBQ Tastings, Antique Log Truck Show (plus Log Truck Cruise is tentatively planned), Beer, Wine & Spirits Tastings, Live Music, Kids Activities, and More!
- **What to Bring:** Your love of BBQ, local beer, wine, spirits, food, live music, artisans & crafters, and FUN!
- **Questions:** please send an email: festivalsandevents@ci.monroe.or.us

BBQ COMPETITION ENTRY INFO

- For more information on entering the BBQ Competition at the **Monroe BBQ & Logging Festival**, please read the following sections of this 2024 event application:
 - BBQ Competition Concessionaire Rules & Agreement (Page 3)
 - BBQ Competition Application (Page 4)
 - Waiver of Liability and Hold Harmless Agreement (Page 5)
- Once completed and signed, mail the BBQ Competition Application and all relevant documentation along with your space fee to: **City of Monroe – BBQ Competition, 664 Commercial St., Monroe, OR 97456**
- BBQ Competitors will be notified of application acceptance on a rolling basis. If your application is accepted, we will email you then deposit your check. Additional event info will be emailed to you upon acceptance. Or, if your application is denied, we will email you and your check will be returned promptly.
- For cancellations, BBQ Competitors must notify the City of Monroe or Monroe BBQ Festival Subcommittee by Friday, April 19, 2024, and a refund will be made. If a cancellation notice is given after Friday, April 19, 2024, no refund will be made to the BBQ Competitor/BBQ Team.
- Deadline to submit your completed BBQ Competition Application is **FRIDAY, APRIL 19, 2024.**

BBQ COMPETITION RULES

- Four (4) meats to be entered: Ribs, Tri Tip, Burnt Pork Belly Ends, and Beef Sliders.
- All meats will be cooked on-site. The preparation and completion of all meats in competition will be completed in the confines of the cook-off site during the hours designed by the event organizers.
- BBQ Teams must provide their own meat to be inspected before competition.
- All meats must be inspected before rubs or marinate added. Judging will be 8 p.m., Friday, May 17, 2024.
- BBQ Teams are allowed to cook with **CHARCOAL OR WOOD ONLY - NO EXCEPTIONS!**
- All meats are to be handled in a sanitary/clean manner. Bring your own water to keep area clean.
- No open pit fires, please have a fire extinguisher.
- No generators allowed, however one (1) plug for power will be provided to each BBQ Team.
- Cooking start time will be 12:01 a.m. on Saturday morning, May 18, 2024. Keep in mind the noise you may create needs to be kept at a minimum.
- For the **Slider Competition**, you must be ready to serve sliders to up to 20 people at 12:30 p.m. on Saturday, May 18, 2024. This amount could be lower or higher and will be announced one (1) week before the BBQ Competition. Slider Competition will be judged by members of the VIP Booth, whom are the festival sponsors.
- Times for turn in will be posted at event. Judging of entries will begin at 3 p.m. on Saturday, May 18, 2024.
- After judging, all BBQ Competitors will be allowed to sell their entries, on a token basis, then cash will be given after the event based on tokens received. Tokens will be pre-sold based on standing in competition:
 - Grand Champion: \$5.00 per token
 - Second (2nd) Place: \$3.50 per token
 - Third (3rd) Place: \$3.00 per token
 - All Other Entries: \$2.00 per token
- BBQ Competition Awards will be as follows:
 - First (1st) Place: \$5,000
 - Second (2nd) Place: \$2,500
 - Third (3rd) Place: \$1,500
- Slider Competition Awards will be as follows:
 - First (1st) Place: \$500
 - Second (2nd) Place: \$350
 - Third (3rd) Place: \$150
- Judging will be on taste, texture, appearance, and presentation.

BBQ SPACE REQUIREMENTS

When planning to participate, as a BBQ Team, please consider the following space requirements:

- BBQ Space size needs to be entered on app; too big of a space may not allow you to attend this event (page 4).
- BBQ Teams arrive to set up in their BBQ Space at 3:00 p.m. on Friday, May 17, 2024.
- BBQ Teams must be completely set up by 6:00 p.m. on Friday, May 17, 2024.
- BBQ Teams are responsible for supervising their BBQ Space during ALL festival hours.
- BBQ Teams are accountable for setting up, furnishing, maintaining, and breaking down their respective BBQ Spaces. All food, trash, recyclables, and all other equipment must be removed from the festival area by 8:00 p.m., Saturday, May 18, 2024.
- BBQ Spaces should be cleaner than when you arrived including removal of all trash.
- All entries must be prepared in as sanitary a manner as possible. All applicable local health department rules and regulations must be complied with.
- All applicable local fire department rules and regulations must be complied with.

MONROE BBQ & LOGGING FESTIVAL

2024 BBQ Competition Concessionaire Rules & Agreement

CONCESSIONAIRE RULES FOR 2024 MONROE BBQ & LOGGING FESTIVAL

- Monroe BBQ Festival Subcommittee accepts BBQ Competition applications from local and regional barbeque amateurs, enthusiasts, and experts.
- All BBQ Competition applications must be approved and accepted by Monroe BBQ Festival Subcommittee. All decisions will be final. Applications not accepted will receive a full refund.
- Since the festival is outdoors, all BBQ Competitors will need to bring their own canopy, chairs, tables, etc. for their space. All canopies must have anchoring (i.e., 10 lb. minimum on each canopy leg or 40 lbs. total) to protect from any wind/rain that may arise, and anchoring must be strong enough to keep canopy secure.
- BBQ Space setup will begin at 3:00 p.m. and must be completed by 6 p.m. on Friday, May 17, 2024.
- During festival hours, all BBQ Spaces shall be operational, and no vehicles will be allowed access in the BBQ area. If minimum hours are not followed, your space may not be allowed back to the festival next year.
- Minimum Business Hours:
 - Saturday, May 18, 2024 between 10 a.m. and 6 p.m.
- Security will be provided for all BBQ Competitors between 6 p.m., Fri., May 17, 2024 through 10 a.m., Sat., May 18, 2024. The venue has Public Access, so secure your space. We are not responsible for loss or theft.
- BBQ Space teardown will begin on Saturday, May 18, 2024 at 6 p.m. and must be completed by 8 p.m.

CONCESSIONAIRE AGREEMENT FOR 2024 MONROE BBQ & LOGGING FESTIVAL

The undersigned parties, the booth operator, hereinafter called the “Concessionaire” and the City of Monroe hereinafter called the “City”, do agree as follows:

1. That the City is in charge of the event within the City of Monroe, known as the **Monroe BBQ & Logging Festival**, and as such the event shall begin at 10 a.m. and end at 6:00 p.m. on Saturday, May 18, 2024, inclusive under the auspices of the City.
2. That the Concessionaire shall set up a structure hereinafter called the “space” and be operational and ready for business by 10 a.m. through 6 p.m. on Saturday, May 18, 2024 and furthermore said space shall stay in business and operational until 6:00 p.m. on Saturday, May 18, 2024. The space must be removed by 8:00 p.m. on Saturday, May 18, 2024.
3. That the Concessionaire will be responsible for setting up, taking down, and securing their own space, merchandise, and equipment. The space must be staffed at all times during the festival.
4. That the Concessionaire covenants and agrees to and with the City that no intoxicating beverages, drugs or drug related items of any kind or description shall be sold or given away at said BBQ space. Absolutely no drug paraphernalia.
 - **NOTE:** Wineries, breweries, and distilleries will be present, at the festival, under a special event permit and will be required to provide a certificate of insurance and signed waiver of liability to serve alcohol to anyone 21 years of age or older with proper photo ID.
5. That the Concessionaire shall procure at their own cost and expense all the necessary city, county, and state licenses and official permits for the purpose of carrying out the provisions of this agreement.
6. That the Concessionaire shall be responsible for their own liability insurance policy.
7. That the Concessionaire will sign and submit their application and liability release form.

NOTE: THE CITY OF MONROE IS NOT RESPONSIBLE FOR YOUR PROPERTY, SPACE, AND MERCHANDISE.

MONROE BBQ & LOGGING FESTIVAL

2024 BBQ Competition Application

First/Last Name: _____

Business Name (if applicable): _____

Physical Address: _____

City/State/Zip Code: _____ Phone/Cell: _____

Email Address (Mandatory): _____

BBQ COMPETITION ENTRY FEE & SPACE DIMENSIONS: Submit your completed and signed applications along with the entry fee (see "BBQ Competition App Checklist" for more details on app submission).

One (1) BBQ Competition Entry Fee **\$50.00***

BBQ Space Dimensions (**Required: Add Dimensions in Feet & Inches**): _____

***NOTE:** All payments (checks, debit and credit card transactions) for BBQ Competition applications will be held and processed beginning April 2024. Questions, please call the City of Monroe at 541-847-5175.

BBQ COMPETITION APP CHECKLIST: Applications will not be considered unless **ALL** items below are included.

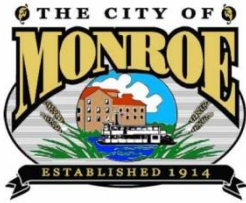
- Complete/sign the attached **BBQ Competition Application** (page 4)
- Sign the attached **Waiver of Liability and Hold Harmless Agreement** (page 5)
- Submit copy of **Certificate of Liability Insurance** or **ACORD Form** (Coverage of at least \$300,000)
- Make check payable to "**City of Monroe**" or call 541-847-5175 to make a debit or credit card payment.
- Mail to: **City of Monroe – BBQ Competition Application, 664 Commercial St., Monroe, OR 97456**

I have read and agree to the terms and conditions set forth in this BBQ Competition application, rules, and agreement. I further agree that all personnel who occupy my BBQ Space shall follow the terms and conditions set forth in this document. By signing this agreement, I state that I have read the terms of the contract accompanying this agreement and that I understand the terms and agree to abide by them. I am 18 years of age or older.

BBQ Head Chief Cook Signature: _____ **Date:** _____

CITY OF MONROE EVENT REFUND & CANCELLATION POLICY

- If an event is cancelled, all vendors will be given a full refund.
- If an event is postponed or rescheduled, all vendors will be notified and the following options will be provided:
 1. Keep your vendor space for the rescheduled event with no refund; or
 2. Withdraw, as a vendor, from the rescheduled event with a full refund.
- If you can no longer attend an event, as a vendor, full refunds will be provided up to 14 days before an event. **No refunds will be made 14 days prior to the event.**
- If a credit or debit card was used to reserve your vendor space at an event, refunds will be credited back by the City of Monroe to the original debit or credit card used for payment.
- If a check was used to reserve your vendor space at an event, the City of Monroe will issue a refund check 30 days after the event.



WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT

For: Monroe BBQ & Logging Festival

Location: City of Monroe, Oregon

Date: Saturday, May 18, 2024

1. In consideration for receiving permission to participate in the Monroe BBQ & Logging Festival, I hereby release, waive, discharge and covenant not to sue the City of Monroe, their officers, agents, servants, employees or volunteers (hereinafter referred to as Releasees) from or for any and all liability, claims, demands, actions and causes of action whatsoever arising out of or related to any loss, damage or injury, including death that may be sustained by me, or any of the property belonging to me, whether caused by the negligence of the Releasees or otherwise, while participating in such event/activity, or while in, on, or upon the premises where the event/activity is being conducted.
2. I am fully aware of the risks involved and hazards connected with this event/activity. I hereby elect to voluntarily participate in said event/activity with full knowledge that said event/activity may be hazardous to me and/or my property. I voluntarily assume full responsibility for any risks of loss, property damage or personal injury, including death, that may be sustained by me, or any loss or damage of property owned by me, as a result of being engaged in such event, whether caused by the negligence of Releasees or otherwise.
3. I further agree to indemnify and hold harmless the Releasees from any loss liability, damage or costs, including court costs and attorney fees, that they may incur due to my participation in said event/activity.
4. It is my express intent that this waiver of Liability and Hold Harmless Agreement shall bind the members of my family and spouse, if I am alive, and my heirs, assigns and personal representative, if I am deceased, and shall be deemed as a release, waiver, discharge and covenant not to sue the above mentioned Releasees. I hereby further agree that this Waiver of Liability and Hold Harmless Agreement shall be construed in accordance with the laws of the State of Oregon.
5. In signing this release, I acknowledge and represent that I have read the foregoing Waiver of Liability and Hold Harmless Agreement, understand it and sign it voluntarily as my own free act and deed; no oral representation, statements, or inducements, apart from the foregoing written agreement have been made; I am at least eighteen (18) years of age, and/or am the parent of legal guardian of the individual participating in the event/activity, am fully competent and I execute this Release for full, adequate and complete consideration fully intending to be bound by same.

Signed on this ____ day of _____ 202__

Participant Name (Print) / BBQ Head Chief Cook

Participant Signature / BBQ Head Chief Cook