



## Food Vendor Application / August 17 & 18, 2019

### FAIR HOURS

**August 17** 10 am – 5 pm

**August 18** 10 am – 4 pm

*(Possible Friday and Saturday night opportunities TBA)*

### VENDOR SELECTION

It is our goal to provide a profitable experience for each vendor while offering an interesting and varied array of food options to our customers. **Past participation in the festival does not guarantee a future space or same location.** We select our vendors based on the quality of their products, the food offerings of applications and feedback we receive from our guests and staff.

#### MAILING ADDRESS

Art in Bayfront Park  
900 Wayzata Blvd. East, Suite 130  
Wayzata, MN 55391

*All checks should be made payable to  
Art in Bayfront Park*

Please contact Lynne if you have any questions:

**Phone:** 952-473-6422 | **Fax:** 952-473-1011

**Email:** [Lynne@somersetamp.com](mailto:Lynne@somersetamp.com)

### HOW TO APPLY

**Please submit by April 1, 2019:**

- ✓ Signed completed application
- ✓ Check payable to Art in Bayfront Park for the total amount due
- ✓ One 4 x 6 photo of your booth set-up labeled with your name and address on the back
- ✓ Copy of Minnesota State Sales Tax ID papers
- ✓ Copy of Minnesota State Health Department Permits

*If you are selected as a vendor, you will be notified by email or mail no later than **April 5, 2019.***

If you accept our invitation to participate, the following will be due in our offices by **April 8, 2019:**

- ✓ Seasonal or Special Event License information.
- ✓ A copy of your insurance listing Stone Arch Bridge Festival, LLC DBA Art in Bayfront Park and the City of Duluth as additional insureds.

### FOOD PERMIT

All food vendors must meet all state and city health and safety requirements.

Vendors must obtain either a Seasonal or Special Event License from the Minnesota Department of Health. Information on Seasonal and Special Event Licenses can be directed to Sara Bents at (218) 302-6184. If you plan to apply for a Special Event License the cost will be \$85.

### BEVERAGES SALES

Lemonade, fruit juice, smoothies, and/or coffee are permitted and considered "Specialty Beverages." If you would like to sell specialty beverages, please indicate that on your application.

All other beverage sales including but not limited to soda, water and alcohol are strictly prohibited unless contracted with Art in Bayfront Park.

### ELECTRICAL

Bayfront Park has electrical onsite. If additional electrical is needed for your set-up beyond what we can provide, you will need to bring a small generator or speak with the electrician onsite to be hardwired. Each vendor will be responsible for any additional fees for hardwired services.



**ICE**

For your convenience, an ice vendor will be onsite during select times during the fair. You may purchase ice directly from the ice vendor.

**WATER**

Potable water will be available on the festival site. Food vendors are responsible for providing their own means of transporting water. Each vendor is responsible for their own hand washing station as required by law.

**SIGNAGE**

Signage must be professional. **No handwritten signs allowed.** The festival reserves the right to remove inappropriate signage.

**INSURANCE**

All food vendors must have insurance coverage in the amount of \$1,000,000.00. Stone Arch Bridge Festival, LLC DBA Art in Bayfront Park and the City of Duluth must be named as co-insured on the policy. Proof of insurance will be required by July 2, 2019. Address for the certificate for Art in Bayfront Park is: Stone Arch Bridge Festival, LLC DBA Art in Bayfront Park, 900 Wayzata Blvd. East, Ste. 130, Wayzata, MN 55391.

**CLEAN-UP – GARBAGE & RECYCLING**

The area surrounding your booth must be kept clean. All trash, including boxes, need to be removed daily. Trash, oil, grease and gray water must be placed in the appropriate containers and/or dumpsters with boxes broken down flat for recycling purposes.

**CANCELLATION**

If you need to cancel your commitment to us before April 15, 2019 we will retain a \$100 cancellation charge and return the remainder of your fee. After that date there is no refund of any portion of your fee.

**ELECTRICAL REQUIREMENTS and FEES**

Please describe your electrical needs thoroughly. **You will only be provided with the power you list on this application.** This includes trucks, freezers and coolers. If you do not request the power for the onsite trucks in advance, we may not be able to provide you with it. If we can accommodate you, there will be an additional fee.

Please list equipment and electrical requirements:

QTY	AMPS	VOLTS	PRICE	TOTAL
<input type="text"/>	20amp	120v	INCL	<input type="text"/>
<input type="text"/>	50amp	220v (limited quantity)	\$100	<input type="text"/>
<input type="text"/>	Hardwire Charge		\$50	<input type="text"/>
<b>TOTAL ELECTRICAL DUE</b>				<input type="text"/>

Please list all equipment with its individual electrical needs in the space below for our electrician to review

EQUIPMENT TYPE	QTY	VOLTS	AMPS/WATTS
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**COMPANY NAME**

**PRIMARY CONTACT**

**EMAIL**

**PHONE/CELL**

**MAILING ADDRESS**

**WEBSITE**



**SET-UP DETAILS**

Please list/include ALL aspects of your booth/trailer

**What type of booth do you have? (please circle)**

Tent or Stick joint

RV Conversion

Manufactured Trailer

Custom Built Trailer

Other:

**PRICING**

Please list the items you want to sell and their prices:  
(attach a separate page if necessary, or your menu):

MENU ITEM	PRICE

**INCOME REPORTING & SALES TAX**

Individual food vendors must report income and remit payment of the respective sales tax to the Minnesota Department of Revenue for income earned.

**CALCULATE YOUR VENDOR FEES:**

*(Prices below for Saturday & Sunday only. Friday night and Saturday night pricing TBA)*

- Non-corner space: \$500
- Corner space: \$600
- Water hook up: \$50
- Electrical (see chart)

❖ Non-corner space vendor fee -
❖ Corner space vendor fee -
❖ Optional water hook up fee if applicable/available -
❖ Additional Electric Fee if any

**TOTAL DUE** \$

**AGREEMENT TERMS**

You will conduct yourself in a professional manner with respect to you neighbors, volunteers, and Art in Bayfront Park officials. If the officials find fault with your conduct or product you will correct it or voluntarily leave without a refund. You agree to hold harmless Art in Bayfront Park and the Stone Arch Bridge Festival LLC, and their employees, staff, volunteers and persons associated with the event from any liability for personal injury or loss to vehicle or equipment damage that you or your staff may incur prior to, during or after this event. You and your staff agree and will comply with all fair rules and requirements as stated within.

Signature below indicates that you agree with all terms within this application, and that you, your staff and employees will comply with all State and City Health requirements and codes.

\_\_\_\_\_  
Signature: Date: