



Food Vendor Application
21st Annual Latin American Festival
Sunday, October 9, 2011
12 noon to 7 PM
Symphony Park at South Park
4400 Sharon Road, Charlotte, NC 28211

Food Vendor Information

Name: _____ Tel: _____
Contact Person: _____ Fax: _____
Address: _____ City: _____
State: _____ Zip Code: _____
Email: _____

Food Services

Every vendor must provide the Festival committee with a menu and item prices. List a description below of what you will be selling and the item prices. Our goal is to ensure a variety of foods. Should your menu change, you must inform the Committee and receive prior written approval of change. No changes will be approved one week prior to the Festival or on the day of the Festival. **No food vendor is to sell any type of beverages.** By selling beverages, vendor forfeits any rights to participate in any other event held in conjunction with the Festival and hereby agrees to pay a penalty of \$1,500.00.

Vendor Agreement

Due to the increasing interest to participate in the Fanta Festival and the limited space available, the number of food vendor spaces is limited to fifteen (15). Space assignment will be done at the sole discretion of the Festival committee. Space assignment will be based on the vendor returning the following:

1. A properly executed original of this contract. (A signed contract)
2. The non-refundable Entry Fee of \$500 (Five hundred dollars) payable in full upon completion of this contract. Each vendor will be provided with a 10' x 10' ft. tent, 3 6-ft. tables, tablecloths, and 3 chairs.
3. Certificate of Liability Insurance as required by the Health Department.
4. Completed Mecklenburg County Application For a Temporary Foodservice Establishment Permit. County Inspector will check off items the day of the Festival and then give the permit (Check list included). No one will be allowed to sell food unless they have the permit.



Festival Day: Set Up & Break Down

- Unload your materials at tent/table designated by Festival Committee.
- Set up can begin at 7:00 AM on Oct 9th and must be completed by 10:30 AM with no exceptions.
- Breakdown is to begin no earlier than 7:00 PM and completed no later than 8:30 PM.
- There must be a person staffing the booth at all times.
- Vendor is to provide all necessary equipment and other materials.
- Vendor is responsible for all signs (i.e. posters, banners).
- Please note that it would be to your advantage to have information in both Spanish and English.
- The Vendor agrees to maintain a clean and neat appearance of their personnel and area

Operation Guidelines

- Food vendors **must** provide clearly marked signs with menu and item prices for the public.
- **Selling of any beverage is prohibited.**
- Vendors agree to maintain consistent, affordable prices throughout the duration of the event.
- The vendor agrees to maintain a clean and neat appearance of their personnel and area. Vendors are to provide their own containers for trash pick up, which should be periodically emptied into the general trash container specified at the Festival. All clean up of the area is the responsibility of the vendor.

Decorations

Decorations such as nationality flags, banners, and costumes are strongly encouraged to add to the excitement of your booth as well as promote the feeling of being part of or in a Hispanic community. The Festival recommends that all vendors consider the use of decorative items. The Festival committee reserves the right to prohibit any items displayed that are considered inappropriate by the Festival committee.

Water

Each vendor will be responsible for bringing their water.

Electricity

Each vendor is responsible for bringing their generator.

Parking Permits

(1) Parking permit will be issued to each Food Vendor.



Checklist

_____ Signed Contract

_____ Entry Fee (includes one 10' x10' tent, three 6' tables, three folding chairs, and tablecloths)

Make checks payable to the **LATIN AMERICAN COALITION** in the amount of **\$500.00**

_____ Completed Mecklenburg County **Application for a Temporary Food service Establishment Permit**

Signature: _____ Date: _____

Completed contract, certificate of liability insurance and the entry fees are due by **August 26, 2010**. To participate please contact **Tony Arreaza 704-941-2557**