



VENDOR APPLICATION

Page 1 of 3

VENDOR INFORMATION				
Organization/ Business Name				
Contact Person				
Contact Information	Daytime Phone: Evening/Cell Phone:		Email Address	
Address	Street	City	State	Zip
VENDOR FEE SCHEDULE	10' x10' Tent 2 Chairs 1 table	Additional Table: \$25 Additional Chair: \$10	Total Fees	
Food Vendor	\$300.00	# of Add'l Tables: # of Add'l Chairs:	\$	
Merchandise Vendor	\$200.00	# of Add'l Tables: # of Add'l Chairs:	\$	
Nonprofit/Info-only Vendor	\$150.00	# of Add'l Tables: # of Add'l Chairs:	\$	
			TOTAL VENDOR FEE:	A. \$
2. Equipment Fees				
<input type="checkbox"/> I will bring my own power (generator).	<input type="checkbox"/> I need power (generator).	List items that will be plugged into generator on next page.		
COST:	1 – 20 AMP = \$80.00		B. \$	
3. Non-Refundable Application Fee Due: July 31, 2019 Late Fee (after August 2nd): \$50.00			C. \$	
			TOTAL FEE ENCLOSED (Add Boxes A, B, & C)	\$

- **New Food Vendors:** A Food Permit is required. Complete and submit the attached Short Term Food Permit with your vendor application, and fee of \$87 made payable to: Minneapolis Department of Regulatory Services, Division of Environmental Health.
- **Current Food Permit Holders:** Attach a copy of your approved Seasonal or Short-term Food Permit from the City of Minneapolis.
- **NOTE:** Food vendors are NOT ALLOWED to sell popcorn, water, or corn-on-the-cob.

For more information about food permits, contact the City of Minneapolis at 612-673-2170, or print the form on the City’s website: http://www.minneapolismn.gov/www/groups/public/@regservices/documents/webcontent/convert_259929.pdf

List all Foods or exhibit items to be distributed or sold:

Electrical Equipment

If you ordered electrical power (generator), please list the electrical equipment to be used. This includes trailers, grills, trucks, vans, deep fryers, displays, games, decorations, etc. (Please include the quantity of **each** equipment item).

Tax Information

MN Tax ID#:	Vendor Permit #:
MN Sales Tax #:	Federal Tax ID#:
Tax Exempt #:	IRS Operator ID#:

SPECIAL INSTRUCTION AND EXCLUSIONS FOR FOOD AND BEVERAGE VENDORS

- Food Vendors are **NOT ALLOWED** to sell popcorn, water or corn-on-the-cob.
- **Propane usage must be approved by permit ahead of time.**
- Violation of beverage vending rule intentionally or unintentionally will result in immediate closure of booth.
- Any grease must be placed in a sealed container and taken off Festival premises.
- Food vendors **MUST** comply with all Minneapolis Division of Environmental Health and Food Safety guidelines for dispensing foods under a short-term/seasonal food permit. (Call 612-673-2080 for an application or visit the website: http://www.minneapolismn.gov/www/groups/public/@regservices/documents/webcontent/convert_259929.pdf. Failure to comply with guidelines will result in immediate booth closure.
- Canopies or tents must cover food and food preparation and serving area.
- Menu must be displayed with type of food to be sold and prices.
- Liquid Propane Tanks - Vendors using LP tanks must apply with the Minneapolis Fire Prevention Bureau for a permit.

ALL VENDORS

- **Arrival, Parking, Check-in and Booth Assignments**
- Vendors **MUST** have a confirmation letter to enter the Festival area on 8/24/2019.
- Each vendor **MUST** check in at the Family Day Information Booth, which will be clearly identified. At the Information Booth, vendors will receive assistance with their space location/booth assignment.
- Vendors are allowed to bring vehicles onto the street site between 7:00 a.m. and 10:00 a.m. on Saturday, 8/24/2019. All vehicles **MUST** be moved to the designated vendor parking area after 10:30 a.m.

Power, Tents and Supplies

- Tents are REQUIRED unless you are a Truck Vendor. (All application fees still apply to Truck Vendors)
- No power will be provided to vendors who did not request and purchase it with initial application. Extension cords or other electrical equipment **will not** be provided.

General Expectations and Prohibited Items

- All vendors are expected to be ready for business by 11:00 a.m.
- Vendor booths are required to be staffed at all times during the event.
- Booth Signage must be professional. No handwritten signs allowed. MULFDP Reserves the right to remove inappropriate signage.
- Music is not allowed in booths.
- No tobacco, drugs or alcoholic beverages are allowed on site.

Check-Out, Clean-up and Exiting

- Each vendor **MUST** check out with a Family Day Booth Volunteer.
- Each vendor is responsible for cleaning up booth area and placing trash in dumpsters.
- Food Vendors are required to remove/dispose of all cooking waste, i.e. grease, charcoal, etc.
- A **\$100.00 clean-up fee will be assessed to any vendor who fails to clean up space on departure.**
- Vendor Vehicles will be allowed into Festival grounds for the purpose of loading up materials beginning at 7:00 a.m. on Saturday, 8/24/2019.

PLEASE SUBMIT:

- MUL FAMILY DAY VENDOR APPLICATION** (Completed as required)
- VENDOR FEE = CASHIER'S CHECK OR MONEY ORDER** (For credit card payment call 612-302-3108)
- 2019 MPLS FOOD PERMIT OR PERMIT NUMBER** (If Applicable)

If you have to cancel your commitment after August 2, there is no refund of your fee.

PLEASE SIGN AND RETURN ONE (1) COPY OF YOUR COMPLETED APPLICATION FORM.

I CERTIFY THAT I HAVE READ AND AGREE TO THE MUL FAMILY DAY PARTNERSHIP (MULFDP) RULES AND REGULATIONS and will communicate it to person(s) working in my vending area. Moreover, I understand that MULFDP and/or MULFDP staff may shut down my vending operation for violations of any of the above provisions. I will hold harmless the MULFDP and all its employees, staff and persons associated with the event from any liability for personal injury or loss to equipment or vehicle damage that I or my staff may incur prior to, during, and after this event.

Signature: _____ Date: _____, 2019

Please submit in a self-addressed stamped envelope to:
MUL Accounting Department
ATTENTION: BOOTHS
2100 Plymouth Avenue North
Minneapolis, MN 55411