

FAMILY DAY



VENDOR APPLICATION

VENDOR INFORMATION				
Organization/ Business Name				
Contact Person				
Contact Information		Daytime Phone: Evening/Cell Phone:		Email Address
Address		City	State	Zip
VENDOR FEE SCHEDULE	10' x10' Tent 2 Chairs 1 table	Enter Vendor Fee Here:	Add'l Table: \$25.00 Add'l Chair: \$10.00	
Food Vendor	\$200.00	\$	Add'l Tables: Add'l Chairs:	\$
Merchandise Vendor	\$125.00	\$	Add'l Tables: Add'l Chairs:	\$
NonProfit/Info-Only Vendor	\$125.00	\$	Add'l Tables: Add'l Chairs:	\$
ENTER TOTAL VENDOR FEE:				A. \$
2. Equipment Fees				
<input type="checkbox"/> I will bring my own power.		<input type="checkbox"/> I need power.		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, 2021 Late Fee (after August 6th): \$50.00				C. \$
TOTAL FEE ENCLOSED (Add Boxes A, B, & C)				\$

Family Day encourages – but does not require – attendees to wear a mask.

- **New Food Vendors needing a Food Permit: MUST complete and submit with your vendor application the attached Short Term Food Permit form and permit fee of \$87 made payable to: Minneapolis Department of Regulatory Services, Division of Environmental Health.**
- **Current Food Permit holder, attach 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 electricity, please list the ELECTRICAL equipment to be used. This includes trailers, grills, trucks, vans, deep fryers, displays, games, decorations, etc. (inc. # of each).

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 Assignment**
- Vendors **MUST** have a confirmation letter to enter the Festival area on 8/21/2021.
- 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 space location.
- Vendors are allowed to bring vehicles onto the street site between 7:00 a.m. and 10:00 a.m. on Saturday, 8/21/2021. 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. ULTCFDP 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, 8/21/2021.

PLEASE SUBMIT:

- ULTC FAMILY DAY VENDOR APPLICATION**, completed as required.
- VENDOR FEE = CASHIER’S CHECK OR MONEY ORDER** (For credit card payment call 612-302-3108)
- 2021 MPLS FOOD PERMIT OR PERMIT NUMBER** (if applicable)
- If you have to cancel your commitment after August 6, 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 ULTC FAMILY DAY (ULTC/FD) RULES AND REGULATIONS and will communicate it to person(s) working in my vending area. Moreover, I understand that ULTC/FD and/or ULTC/FD staff may shut down my vending operation for violations of any of the above provisions. I will hold harmless the ULTC/FD 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: _____, 2021

<p>Please submit in a self-addressed stamped envelope to:</p> <p>ULTC Accounting Department</p> <p>ATTENTION: BOOTHS</p> <p>2100 Plymouth Avenue North</p> <p>Minneapolis, MN 55411</p>
