



Twin Cities Juneteenth Vendor Application

Vendor Information			
Organization/Business Name			
Contact Person			
Mailing Address	Street Address		
	City	State	Zip
Contact Information	Daytime Phone	Evening Phone	
Email Address			Cell Phone
Have you been a vendor at Juneteenth Before?	Yes	No	
What is your product or service?			

Festival Fees				
1. Space Fees:				
Please indicate the space(s) you are requesting next to the organization or business that most closely matches your group's description. For non-food booths, there is absolutely no sampling of water or foods allowed - unless authorized in advance by vendor committee chairperson. Juneteenth no longer provides tents. You will need to arrange for rental of tents, tables and chairs and power on your own.				
Space Type	Single Space (10' x 10')	Double Space (10' x 20')	Triple Space (10' x 30')	
Business/Marketplace	\$450.00	\$625.00	\$775.00	=\$
Health Vendor (tent only included)	\$375.00	\$575.00	\$625.00	=\$
Nonprofit 501c3 (Information only)	\$300.00	\$350.00	\$450.00	=\$
			TOTAL (A)	
Food/Beverage Space Type	Single Space (15' x 15')	Double Space (15' x 30')	Triple Space (15' x 40')	
Food & Beverage Vendor	\$585.00	\$675.00	\$775.00	=\$
Food Truck	\$445.00	\$575.00	\$625.00	=\$
			TOTAL (B)	
2. Non-Refundable Application Fee Due				
Deadline:	May 28th, 2018		Late Fee will be applied automatically to all applications received after deadline date	= \$350.00

Postmark Date:			Applications Not Accepted after June 4th, 2018	
			TOTAL (C)	
			Total Fees Enclosed (Add boxes A, B & C)	= \$
3. Equipment				
List items that will be plugged into the generator on next page				
Electricity: We do not supply electricity.	Electrical Power	I will bring my own power.	List needs	

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

Special Needs:

Please tell us about any special needs you have.

Special Instructions to Food and Beverage Vendors

Propane usage must be approved by permit ahead of time.

- Violation of the beverage vending rule intentionally or unintentionally by owner or staff will result in an immediate closure of the booth.
- An ice supply truck will make periodic deliveries between 9:30 a.m. to 1:00 p.m. on Saturday, June 16th, 2018.
- Any grease must be placed in a sealed container and taken off Juneteenth Festival premises.
- **All food and beverage vendors MUST attend a MANDATORY Food Handling Training Sessions. See confirmation letter for details.**

Instruction to ALL Vendors

Arrival, Parking, Check-In, and Booth Assignment

- Vendors **MUST** have a confirmation letter to enter the Festival on Saturday, June 16th, 2018
- Each vendor **MUST** check in at the Juneteenth Information Booth, located at the entry gate, upon arrival on Saturday, June 16th, 2018

- At the Information Booth, you will receive assistance with space location.
- Vendors are allowed to bring vehicles on the street site between 8:30 a.m. and No later than 9:30 a.m. on Saturday, June 16th, 2018.
- On Saturday, June 16th, 2018 after unloading materials at your space, all vendors **MUST** park vehicles at the Juneteenth vendor designated parking lot.
- Vendors arriving at the park after 9:30 a.m. on Saturday, June 16th, 2018 will not be allowed to bring their vehicles on site for parking or unloading for any reason for security purposes.
- Booth must be open and ready for business by 10:00 a.m. and remain open until 5:30 p.m. unless otherwise notified by a Juneteenth representative.

Power, Tents, and Supplies

- Tents are **REQUIRED**. **ARRANGE FOR RENTAL OF TENTS, TABLES, AND CHAIRS** must be adhered to.
- No power will be provided to vendors who did not request and purchase it with initial application.
- Juneteenth does not provide extension cords or similar equipment to vendors.

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General Expectations and Prohibited Items

- All vendors must have proof of Liabilities Insurance for the Event. All vendors will remain open and ready for business · Balloons are not to be sold or used as booth decorations.
- Music is not allowed in booths.
- No refunds will be issued unless Juneteenth was negligent in delivering its promised services.
- Juneteenth will not be held responsible for any broken items, stolen items, or the misconduct of anyone at the Park facilities.
- No tobacco, drugs, or alcohol products are allowed.
- Each vendor must check in the Juneteenth information booth

Check Out, Clean Up, and Exit

- **Juneteenth will assess a \$250.00 clean-up fee to any vendor that fails to clean up their space upon departure.**
- Each vendor is responsible for cleaning up booth area and placing trash in dumpsters.
- Vendor vehicles will be allowed into Juneteenth Festival grounds for the purpose of loading and out exiting at 5:30 p.m. on Saturday 16th, 2018.

PLEASE SIGN RELEASE AND RETURN WITH APPLICATION

The undersigned agrees to hold harmless the Twin Cities Juneteenth Celebration, Inc. (the “Organizer”) and each of its directors, officers, officials, employees, agents, attorneys, and consultants from any and all losses, claims, damages, expenses, judgments, liabilities and causes of

action, including, but not limited to, claims, judgments, and liabilities on account of any act, omission, negligence, fault or default of any third party not within the control of the Organization.

Upon execution of this agreement, the undersigned agrees that it shall be deemed to have released the Organization from any and all claims, causes of action, and liability to the undersigned, its representatives, successors and assigns, in connection with this Agreement or the performance of any services rendered by the undersigned or the Organization.

I CERTIFY THAT I _____, HAVE READ THE JUNETEENTH VENDOR FORM AND HAVE OR WILL) COMMUNICATE IT TO ALL PEOPLE WORKING IN MYAREA. MOREOVER, I UNDERSTAND THAT MY VENDING OPERATION MAY BE SHUT DOWN BYA JUNETEENTH REPRESENTATIVE FOR VIOLATION OF ANY OF THE ABOVE PROVISIONS.

Please remit payment to: “Booths Twin Cities Juneteenth, Box 11097, Minneapolis, MN 55411” by May 28, 2018. Submit a self-addressed stamped envelope to receive a copy of receipt.

(All entries become the property of Twin Cities Juneteenth and are NON REFUNDABLE FEES)