

# ARBUTUS ARTS FESTIVAL-SUNDAY, MAY 19th, 2019

## 10am-5pm

January 2019

Dear Concessionaire:

Thank you for your interest in being a food vendor at the 2019 Arbutus Arts Festival. This award winning community event draws people from all over Maryland and surrounding states. This will be our 46<sup>th</sup> year!! Please review the information below, as some requirements have changed.

**Concession fee:**            Non Profit/ \$100.00            For Profit/\$250.00            Electric/\$20.00

### Requirements/Participation Information

1. All concessions must complete an application, include a photo of their stand and send registration fee for the space. Deadline for concession registration-**March 10<sup>th</sup> 2019** ALL VENDORS NEED TO APPLY AND BE APPROVED, INCLUDING RETURNING CONCESSIONS. Due to overwhelming response for concessions from last year, it will be "first come first serve" basis except for the concessions that pre-registered already. No duplication of food vendors.
2. Food vendors are required to comply with all State of Maryland and County health regulations: copies of license and Liability Insurance must be provided. **All food vendors are required to apply for a Temporary Food Service Facility Permit in order to participate in the Festival. Permits can be obtained through [Baltimorecountymd.gov/agencies/permits](http://Baltimorecountymd.gov/agencies/permits). The permit application can either be mailed or faxed back to Baltimore County Government- Dept. of Health at 410 887-3392. Please provide us with the name the permit will be filed under.**
3. Concessionaires are required to maintain booth in a neat and orderly fashion. Food vendors are to have enough food for the entire event, remain open and clean up at the end of the day.
4. All Vehicles must be unloaded and off the street by 6:30 AM with set-up in progress.
5. **Concessions are required to furnish their own drinks and ice. Beverage prices are set at \$1.50 for water and \$2.00 for soda, per serving for all stands. Recommended size is 16 oz. bottles. There is no sponsored beverage company.**
6. **Important Deadlines:**

**March 10<sup>th</sup>**- registration, photo and fee due - mail to

**Checks Payable to:** Arbutus Arts Festival

**Mail to:** Arbutus Arts Festival – Attention: Concessions

P.O. Box 7459, Baltimore MD 21227

**April 30<sup>th</sup>**- copy of temporary permit & insurance certificate due date or fee will be refunded and space reassigned.

Approved Concessions will receive confirmation to participate no later than **March 30<sup>th</sup>, 2019**

7. Locations of space will be assigned prior to event by event committee, space #, map and directions will be mailed no later than May 10<sup>th</sup>.
8. Any questions can be directed to the Arts Festival phone line at 443-833-4548 or email to [arbutusartsfestival@gmail.com](mailto:arbutusartsfestival@gmail.com)