



## Food Vendor Application | June 15 – 16, 2019 Friday Night Kickoff Concert on Water Power Park / June 14, 2019

### NUMBER OF VENDORS

There are two primary food courts at the Stone Arch Bridge Festival (SABF) – one located next to Father Hennepin Park along 6<sup>th</sup> Avenue SE and the other near the Central Avenue Bridge on Main Street SE. Both food courts feature approximately ten food vendors in the area. There are also a few scattered vending locations within the festival grounds, within Father Hennepin Park, on Water Power Park and Main Street.

### FESTIVAL HOURS

- June 14** 5PM-10PM - Music on Water Power Park only
- June 15** 10AM-7PM - Artist Booths and Music  
7PM-10PM - Music on Water Power Park Only
- June 16** 10AM-5PM - Artist Booths and Music

### BEVERAGE SALES

All soda and water will be sold on-site by SABF and a non-profit group. **NEW THIS YEAR:** You may purchase product direct from the festival to sell in your booth. We offer soda & water at \$2/bottle - any vendors also selling must retail at \$3/bottle to match festival pricing. If you decide to sell, we will provide you an order form on-site and deliver product to your booth. If you want to sell your own soda & water, you must pay the additional selling fee of \$700. You must also agree to sell 20oz. plastic bottles (no cans) at the same price point as the non-profit group. Non-compliance will be grounds for dismissal from the event.

Lemonade, fruit juice, smoothies, and/or coffee are permitted and considered "Specialty Beverages." If you would like to sell specialty beverages, please indicate that on your application.

### FRIDAY/SATURDAY NIGHT CONCERTS

A few vendors will be selected to be on Water

Power Park. These vendors will have additional selling hours on June 14 & 15 – concert on Fri. (5PM-10PM) Sat. night concert (7PM-10PM). Contact Sandee if you are interested in this location.

### ELECTRICAL

We rent generators that supply electricity to the festival and all food vendors. Vendors share the cost of the generators. You will be charged an additional fee based on your usage. We will supply electrical drops to your locations based on needs indicated by you on your application. You will be responsible for providing the extension cords beyond that drop (12 gauge extension cords).

*Please be specific about your electrical needs on your application. You will only be provided with the amount of power that you request on your application. This includes refrigeration trucks that you plan to have onsite. If you do not request the power for the onsite trucks in advance, we may not be able to provide you with it. If we can accommodate you, there will be an additional fee.*

Each vendor will be responsible for any fees associated with state inspection of their booth – electrical and health inspectors will be onsite.

### FOOD PERMIT

All food vendors must meet all state and city health and safety requirements.

Vendors must obtain either a Seasonal or Short-Term Food Permit from the City of Minneapolis. Information on food permits can be found at: **City of Minneapolis Licenses and Consumer Services**, 350 South 5th Street – Room 1C, Minneapolis, MN 55415–1391 Phone: 612-673-2080



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### LINK TO SHORT TERM PERMIT:

[http://www.ci.minneapolis.mn.us/www/groups/public/@regswww.minneapolis.mn.gov/www/groups/public/@regservices/.../convert\\_259929.pdf](http://www.ci.minneapolis.mn.us/www/groups/public/@regswww.minneapolis.mn.gov/www/groups/public/@regservices/.../convert_259929.pdf)

If you plan to apply for a Short-Term Food Permit, send us the permit application (available at the website listed above) and an **\$87 check or money order payable to Minneapolis Finance Department**. We will submit it to Environmental Health for processing.

### ICE

For your convenience, Ace Ice will be onsite at select times during the festival – once Friday during set-up, Saturday & Sunday at 10am and again at 2pm each day. You should make arrangements to have a staff person onsite at those times to purchase ice directly from Ace Ice. We will have limited ice onsite for vendors during the event - \$7 per 32lb. bag.

### WATER

Potable water will be available on the festival site. **Food vendors are responsible for providing their own means of transporting water.** Each vendor is responsible for their own hand washing station as required by law. If you need direct connection to a fire hydrant, please indicate this on your application as there will be an additional cost.

### SIGNAGE

Signage must be professional. **No handwritten signs allowed.** The festival reserves the right to remove inappropriate signage.

### INSURANCE

All food vendors must have insurance coverage in the amount of \$1,000,000.00. The Stone Arch Bridge Festival LLC must be named as co-insured on the policy. Proof of insurance will be required by April 26. Address

for the certificate is: **Stone Arch Bridge Festival LLC, 900 Wayzata Blvd. East, Ste. 130, Wayzata, MN 55391.**

### CLEAN-UP

The area surrounding your booth must be kept clean. All trash, including boxes, removed daily during the festival. Trash, oil, grease and gray water must be placed in the appropriate containers and/or dumpsters with boxes broken down flat for recycling purposes.

### STAFF FOOD TICKETS – PLEASE READ CAREFULLY

We provide our festival staff, volunteers and performers with a limited number of food tickets to use during the weekend. We require ALL food vendors to accept these tokens as payment for food/beverages. Please accept them as cash (value is \$1 per ticket). Starting at 4 pm on Sunday, a staff member will come to your booth to collect tickets. Tickets will be counted at that time and provide you a receipt for the total due minus any expenses you have on your account (i.e. ice, vendor fees, etc.). A reimbursement check will be mailed to you within a week of the festival.

### HOW TO APPLY

Please submit by **March 15, 2019:**

- ✓ **Photo** of your vending booth/tent/trailer, photos of your products are helpful but not necessary.
- ✓ **Food Vendor Application**
- ✓ **Check** for 50% of the booth fee and exclusivity (if any)

*If you are selected as a vendor, you will be notified by email or mail no later than **April 6, 2018.***



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If you accept our invitation to participate, the following will be due in our offices by **April 26, 2019**:

- ✓ Remaining balance due of food vendor fee.
- ✓ Electrical fee.
- ✓ Food permit information. If you plan to apply for a Short-Term Food Permit send us the application and a check payable to Mpls. Finance Dept. with the \$87 permit fee. If you have a Seasonal Food Permit include the number on the application.
- ✓ A copy of your insurance listing the Stone Arch Bridge Festival LLC as additional insured.
- ✓ ST-19 Form.

**MAILING ADDRESS**  
SRO Productions, Inc.  
6524 Walker Street, Suite 210  
St. Louis Park, MN 55426

*All checks should be made payable to Stone Arch Bridge Festival (NOT SRO Productions).*

Please contact Sandee Jensen if you have any questions:

**Phone:** 612-341-4110 | **Email:** sjensen@sropro.com

### CANCELLATION

If you cancel your commitment to us before April 26, we will retain a \$250 cancellation charge and return the remainder of your fee. After that date there is no refund of any portion of your fee.

### VENDOR SELECTION

It is our goal to provide a profitable experience for each vendor while offering an interesting and varied array of food options to our customers. **Past participation in the festival does not guarantee a future space or same location.** We select our vendors based on the quality of

their products, the food offerings of applications and feedback we receive from our guests and staff.

### ELECTRICAL REQUIREMENTS AND FEES

Please describe your electrical needs thoroughly. **You will only be provided with the power you list on this application.**

Please list each piece of equipment with individual electrical requirements in table below:

QTY	AMPS	VOLTS	PRICE	TOTAL
<input type="text"/>	20amp	120v	\$100	<input type="text"/>
<input type="text"/>	20amp	220v	\$200	<input type="text"/>
<input type="text"/>	30amp	220v	\$225	<input type="text"/>
<input type="text"/>	50amp	220v	\$275	<input type="text"/>
			<b>TOTAL</b>	<input type="text"/>

\$  **TOTAL ELECTRICAL DUE**

Please list each piece of equipment with its individual electrical needs in the space below for our electrician to review (*NOTE: Electrical Inspector will be onsite*):

EQUIPMENT TYPE	QTY	VOLTS	AMPS/WATTS
<input style="width: 100%;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 100px;" type="text"/>
<input style="width: 100%;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 100px;" type="text"/>
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COMPANY NAME

PRIMARY CONTACT

EMAIL

PHONE/CELL

MAILING ADDRESS

WEBSITE

**PRICING** - Please list the items you want to sell and their prices (attach a separate page if necessary):

MENU ITEM	SELL PRICE
Sample: Corn Dog	\$2.00

#### SET-UP DETAILS

Please list/include ALL aspects of your booth/trailer when set-up - include **exact dimensions** of tent/trailer (including hitch/tongue in length). Also, include extra space needed for storage such as gas tanks, storage etc. All vendor vehicles **must** be parked in designated parking areas NOT onsite near your booth. A shuttle service is available. Please list number of tanks, size and what it will be used to cook. Each vendor using LP tanks over 20# must apply for an Operational Permit with the Mpls. Fire Prevention Bureau (612-673-3143) [www.ci.minneapolis.mn.us/www/groups/public/@regservices/.../convert\\_284428.pdf](http://www.ci.minneapolis.mn.us/www/groups/public/@regservices/.../convert_284428.pdf)

#### CALCULATE YOUR VENDOR FEES:

- ❖ 10' x 10' \$1,075 vendor fee
  - ❖ 10' x 15' \$1,395 vendor fee
  - ❖ 10' x 20' \$1,695 vendor fee
  - ❖ \$500 **optional** exclusivity fee (per item) – *requesting exclusivity does not imply it's granted for any item – event management will determine upon acceptance of application*
- List item(s) requesting exclusivity:

- ❖ \$700 **optional** soda and water sales (if not buying from SABF)
- ❖ \_\_\_\_\_ Electrical Fee (see previous page to calculate)

**Add together the above fees and indicate total below:**

\$  **TOTAL DUE**

TENTS	TRAILERS	PROPANE TANKS	OTHER
<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>
<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>

#### ADDITIONAL VENDOR SET-UP INFORMATION

#### AGREEMENT TERMS

*Signature below indicates that you, your staff and employees will comply with all State/City Health requirements and codes. You agree to hold harmless Stone Arch Bridge Festival LLC, its employees, staff, volunteers and persons associated with the event from any liability for personal injury or loss to vehicle or equipment damage that you or your staff may incur prior to, during and after this event. You and your staff agree and will comply with all festival rules and requirements as stated.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_