

FOOD VENDOR CALL FOR APPLICATIONS 2020

Artsplosure 2020 – The Raleigh Arts Festival will last **TWO DAYS** and will be held on Fayetteville Street in downtown Raleigh on:

Saturday, May 16, 2020 – 11 a.m. to 10 p.m.

Sunday, May 17, 2020 – 10 a.m. to 6 p.m.



The festival is a free outdoor event, which annually attracts an audience of up to 80,000 people in downtown Raleigh on Fayetteville Street. Live musical performances will be located on Fayetteville Street in front of the Capitol Building. At the opposite end of Fayetteville Street in City Plaza, Artsplosure will present an additional main attraction. This year vendors selling food and novelty will be located on either side of the Art Market, near the main stage and City Plaza. Kidsplosure, an all-inclusive event with interactive activities, will be held on East Martin Street on Saturday and Sunday. Weekend festivities include musical performances, a juried Art Market of 170+ fine artists, musical entertainment of all tastes, family-friendly activities, and much more! Please note that due to the City Plaza construction, the festival footprint is subject to change.

Music will continue on the Main Stage on Fayetteville Street Saturday until 7pm and 6pm on Sunday. Vendors must close at 6pm on Sunday when the festival ends.

Artsplosure is located in downtown Raleigh and space is limited. Please carefully read all category requirements and only apply for spaces for which you can meet the space requirements. **Please note—vendors should not expect to have an exact placement based on previous years. Space Fees are based on menu and size of operation, not location! Space locations are subject to adjustment at Artsplosure’s discretion.**

Food vending spaces are broken down into three categories as follows:

Category A vendors are large, full-menu operations, but are 30’ x 14’ or smaller: **Space Fee \$1350.**

Category B vendors have more limited menus and are 18’ x 12’ or smaller: **Space Fee \$1000.**

Category C vendors sell few items and use tents or kiosks that are 10’ x 10’ or smaller: **Space Fee \$700**

Vendors are required to pay a **\$200 refundable deposit AND submit a copy of their COI** for your booth space. Deposit payments must be paid by using the PayPal link found on the Artsplosure website (<https://artsplosure.org/get-involved/vendor/>) or cash only Personal Check and Cashier’s Check are not allowed. This deposit ensures that vendors follow all rules and regulations regarding cleanliness and overall maintenance of downtown streets. Please send these items with your application by March 16, 2020. Applications submitted without a deposit check and COI will not be allowed to participate. Late applications will not be accepted.

Selections will be made based on:

Appearance – We prefer trucks or trailers. Provide a photograph of your setup with your application (or email to vendors@artsplosure.org), regardless of any prior affiliation with Artsplosure. **Applications without an accompanying photograph will NOT be considered!**

Menu – Our goal is to offer the public the widest variety of food choices by avoiding duplication as much as possible among accepted vendors. We seek a balance of festival staples and unique food options.

Past Compliance – The compliance to Artsplosure rules and standards by former vendors is heavily considered when selecting vendors for this festival. However, past participation does not guarantee acceptance. All vendors are given consideration, and new vendors should not hesitate to apply.

We will give equal consideration to all applications received on or before **5 PM, March 16, 2020**. Artsplosure staff makes decisions regarding vendor selection and placement and all decisions are final. Vendors will be notified of their application status on **March 20, 2020 by 5PM.**

*In addition to the cost of the booth space, we also require a **\$200 refundable deposit** for each booth space. **The deposit must be paid via PayPal.** If vendor is not accepted to participate at the event, Artsplosure will refund the \$200 deposit*

within 10 days of notification. For accepted vendors, Artsposure will refund the deposit following the event, provided vendors adhere to all rules and regulations.

If accepted, the signed contract, COI and booth fee are due by **April 24, 2020**. If accepted and unable to attend, please notify Artsposure by this date or you will forfeit your \$200 deposit payment.

You will be responsible for the Rules Governing the Sanitation of Restaurants and Other Food-handling Establishments 15A NCAC 18A 2600 in order to receive a permit from Environmental Services of Wake County on the morning of Friday, May 18. Temporary Food Establishment guidelines may be found on the Wake County Environmental Services website at: <http://www.wakegov.com/food/festivals>

Please be aware of the following, as some guidelines have changed:

- Vendors are required to supply their own ice.
- COIs must list Artsposure 313 S Blount St. Suite 200B Raleigh, NC 27601 as the Additional Insured.
- For accepted vendors: **Your full booth fee and signed contract is due by 5 P.M., April 24, 2020.** Failure to return the contract and space fee by the April 24 deadline, without notifying Artsposure, will result in forfeiture of the deposit paid.
- Vendors **MUST** provide their own generators. Vendors may **NOT** use other power sources unapproved by Artsposure. Vendors making excessive noise may be moved or asked to leave the festival. If you have questions regarding this rule, please contact the Artsposure office.
- The Wake County Health Department requires all Temporary Food Establishment (TFE) Vendor applications to be submitted May 1, 2020 via the Wake County TFE online Portal. The application fee of \$75 will be due to the Wake County Environmental Office by **Monday, May 1, 2020**.

Dates to remember:

Monday, March 16 – Deadline for applications, *must include \$200 deposit, COI and a photo of booth.*

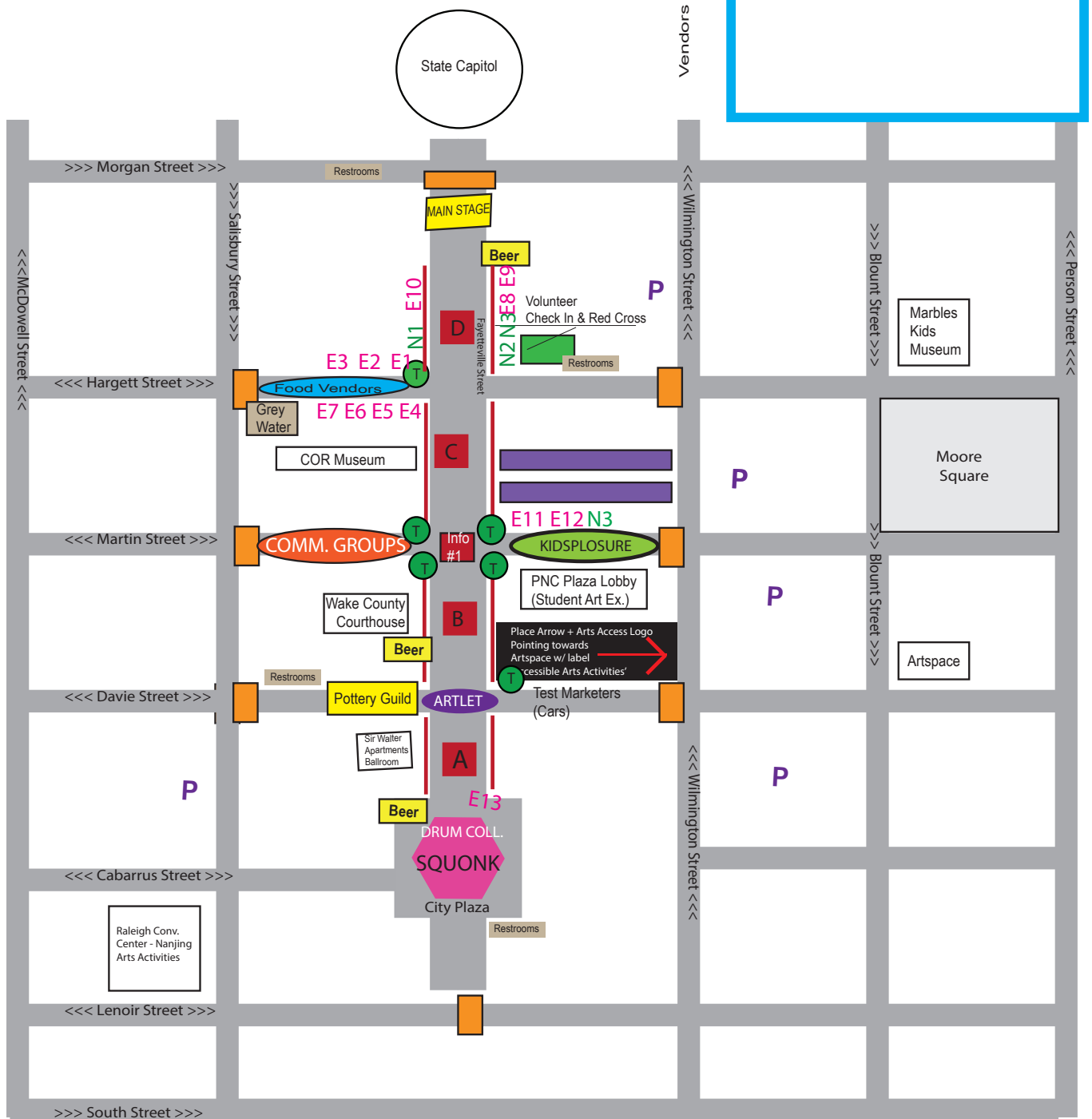
Friday, March 20 – Notification of acceptance to festival; contracts mailed out to accepted vendors.

Friday, April 24 – Signed contracts due with full payment to Artsposure, and Wake County TFE permit applications.

Saturday, May 16 – Set up begins at 6:30 AM on Friday for vendors on Fayetteville St and City Plaza

Please re-read this application carefully and note all of the changes for this year's Artsposure! For your convenience, a map of the 2019 footprint is attached to give you an idea of where vendors will be located. Vendor locations are highlighted in pink and are subject to change by the Artsposure staff. Please email vendors@artsplosure.org for the quickest response to all questions, comments, or concerns.

ARTSPLOSURE 2019



ARTSPLOSURE 2020 FOOD VENDOR APPLICATION

PLEASE TYPE OR PRINT CLEARLY!!!

Check which space(s) you are interested in applying for

- I am applying for a A-level (\$1350)
- I am applying for a B-level (\$1000)
- I am applying for a C-level (\$700)

Concession Name: _____

Contact Person: _____

Address: _____

City/State/Zip: _____

Day Phone: _____ Cell: _____ Fax: _____

Email address: _____

Type of Set Up: _____ Trailer _____ Tent _____ Pushcart _____ Food Truck

Side of Serving Window: _____ Driver's Side _____ Passenger's Side

Total Space Needed (in feet): _____ X _____

(your full operation must fit within the space provided)

Describe the generator that you own or will rent for this event: _____

Please specify your insurance liability coverage \$ _____ / Company - _____

Please list your food and beverage items and their prices. You may sell non-alcoholic beverages only. Only PEPSI brand soft drinks and water are allowed. Please include beverages on the application. If more space is needed, please use the back of this sheet.

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| 6. | 12. |

Application checklist:

- Have you filled out the application completely, including selecting which space(s) you're interested in being considered for?
- Have you included the required \$200 refundable deposit check?
- Will your complete operation fit in the space for which you applied?
- Did you include a photo of your set up or email one to vendors@artsplosure.org?

Completed applications must be RECEIVED in our office by 5 P.M. on March 16, 2020.

Mail applications with DEPOSIT & PHOTO to:

Artsplosure Food Vendor Coordinator
313 S. Blount Street
Suite 200B
Raleigh, NC 27601