



**40th Annual Summerfest Arts Festival
Food Vendor Application
Saturday, July 20 and Sunday, July 21, 2019
Center for the Arts, Evergreen, Colorado**

The Festival

Summerfest is a two-day community fine arts and crafts festival held outdoors in beautiful Evergreen, CO. Now in its 40th year, Summerfest features great art, fabulous food, live music, alcohol, and a children's activity area. The food vendor area is separate from the artist booths and is located next to our performance stage. Electricity is available for an extra fee; however, there is no access to water hook-up.

Important Dates

- March 31, 2019- Application Deadline
- April 15, 2019 - Notification of acceptance by email
- April 30, 2019 - Deadline for accepted vendors to commit to participate and remit booth fee.
- July 20 and 21, 2019 – Summerfest Arts Festival

Application Process

1. Fill out the attached application, provide an image of your booth, and remit a non-refundable \$35 entry fee. Do not include booth fees with your application.
2. All participating food vendors will be required to provide a copy of your certificate of approval to operate at a temporary food service event from Jefferson County. If you have questions regarding this certificate, please contact Michael Lucero, Senior Environmental Health Specialist at Jefferson County, 303.239.7093
3. You must also submit a copy of your liability insurance as requested by our insurance company.

Selection Process

Our goal is to select food vendors that provide a variety of food and drink choices for festival participants. Food vendors will be selected by the Summerfest Arts Festival Committee based on the quality and variety of food choices being offered. They will review the submitted menu and may restrict some items if they are already being offered by another vendor.

We are moving towards **ZERO WASTE**. We will once again have two stations for composting, and want vendors to use compostable service ware.

Booth Space:

Specific booth assignments are available only at check in, so do not call ahead of the festival to request this information. All booth locations are final. There are occasional high winds in Colorado in July. Booths/tents should be sturdy and MUST be weighted or staked.

Exhibit Fee – please do not send with your application:**Booth Fees:**

- o Booth Fee/Food truck space: \$295

Extras:

- o Electricity \$25 (limited supply available; no microwaves)
- o Additional Booth Space: \$30/foot
- o Refund Policy: full refunds will be given until May 15; after this date, no refunds will be given FOR ANY REASON

Guidelines/Rules:

- o The Center for the Arts Evergreen reserves the right to remove from the show those items determined unsuitable for the festival or that weren't approved in the application process. This will be at the discretion of the Center's Executive Director.

Summerfest 2019 Festival Hours:

- o Saturday, July 20, 10:00am - 5:00pm
- o Sunday, July 21, 10:00am - 5:00pm

Booth set up:

- o Friday, July 19, after 1:00pm and must be completed by 6:00pm.
- o Booth set up will resume after 7:00am, Saturday, July 20.
- o Booths should be ready for the festival no later than 9:30am.
- o Security will be provided Friday and Saturday night but CAE is not liable for any mishap.

Entrance to the field is limited and items will need to be carted into the Festival. Exhibitors should bring someone with them if they feel they need assistance with set up.

Exhibitors agree to abide by Summerfest parking regulations. After unloading, vehicles must be moved to the designated vendor lot. Exhibitors who do not abide by parking regulations will be asked to leave the show; booth fees will not be refunded.

Turn the page to Apply:



2019 Summerfest Arts Festival Food Vendor Application

Please fill out all information below and provide the following additional materials:

- \$35 Entry Fee Booth Image
- Certificate of Approval to Operate at a Temporary Food Service Event
- Copy of Liability Insurance

Name: _____

Business: _____

Address: _____

Phone: _____ Email: _____

Website: _____

Event Menu: Please list all food and beverage items to be sold with accompanying prices. We strongly recommend that you minimize your number of menu offerings. Also, keep in mind, the Summerfest Committee may only approve some menu items so as to make sure there is not duplication between food vendors. The final approved list cannot be altered without express written permission from the Summerfest Committee.

Menu Items: _____ Prices: _____

Do you have a food truck? _____ If so, please give the exact length:

Please tell us about your service ware and which items are compostable and not compostable:

Do you have any special requests?

Please tell us how you heard about Summerfest: