



2018 RED WHITE & BOOM CELEBRATION FOOD AND BEVERAGE VENDOR

Wednesday, July 4, 2018
Mississippi Riverfront
www.mplsredwhiteboom.com



FOOD AND BEVERAGE VENDOR INFORMATION

We are excited to open applications for food and beverage vending during Minneapolis' annual Fourth of July celebration. The annual Red White and Boom fireworks Celebration takes place on Wednesday, July 4 from 5-10:30 pm. The Red White and Boom event attracts more than 60,000 people for live music, family activities and fireworks.

If you're interested in being part of one of Minnesota's largest Fourth of July celebrations please complete and sign the attached agreement. Please return the completed agreement and all payments to the Minneapolis Park and Recreation Board (MPRB) before Friday, March 23, 2018 to receive an early-bird discount. **If you have any questions contact Event Coordinator, Erica Chua at 612-230-6479 or echua@minneapolisparcs.org.**

Vendors will be selected based on previous event experience, level of professionalism as well as type and price of products sold to insure a variety of options for event participants. **Vendors will be processed on a first come, first served basis, so please make sure you get your applications in early!** All applications must be received no later than Tuesday, May 29, 2018. Confirmation of event participation and location assignment will be sent during the week of June 4, 2018.

Below is a map of locations, final placement decisions will be at the discretion of MPRB to ensure that all event participants have access to an array of food products and to ensure that vendors will have the best opportunity for success.





FOOD VENDOR APPLICATION FORM

Please contact Erica Chua at (612) 230-6479 or echua@minneapolisparcs.org with any questions.

CONTACT INFORMATION

APPLICANT'S NAME			
ORGANIZATION			
ADDRESS			
PHONE #		EMAIL	
WEBSITE			
EVENT DAY CONTACT NAME AND PHONE #			

VENDOR DETAILS (PLEASE ATTACH PHOTO OF YOUR BOOTH SET UP WITH YOUR APPLICATION)

PROPOSED MENU ITEMS	DESCRIPTION (if necessary)	PRICE
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MPRB, producers of the Red, White and Boom 4th of July Celebration, reserves the right to deny sale of any products. Vendors will be notified of any changes by MPRB. Any new products not listed above must be approved in writing by MPRB one-week prior to the event date.

PREVIOUS EVENT EXPERIENCE (Please list previous events you have participated and a contact person for an event reference)			
EVENT	PHONE/EMAIL	EVENT	PHONE/EMAIL

SET UP DETAILS:	HEIGHT	WIDTH

COST

LOCATION <small>*SEE ATTACHED MAP</small>	DATE	TIME	COST		ESTIMATED ATTENDANCE
			BEFORE 3/23/18	AFTER 3/23/18	
<input type="checkbox"/> Father Hennepin Park	July 4	5 pm-10:30 pm	\$750	\$800	45,000 +
<input type="checkbox"/> Mill Ruin Lot/West River Pkwy.	July 4	5 pm-10:30 pm	\$650	\$700	45,000 +
<input type="checkbox"/> Under Central/Third Ave Bridge	July 4	5 pm- 10:30 pm	\$550	\$600	45,000 +

\$75 of the above fee is non-refundable and serves as the application fee
 \$250 refundable damage deposit (required)

TOTAL VENDOR FEE _____

PAYMENT: _____ CASH _____ CHECK (CHECK # _____) Make checks out to : Minneapolis Finance Department _____ CREDIT CARD

Name: _____ Card # _____ Expiration Date: _____

Cardholder Signature: _____ Billing Address: _____

APPLICATION PROCESS

Discounts apply for applications received before March 23, 2018

Checklist for submitting application:

- Seasonal or Short Term Food Permit, permit # _____
- Attached application completed in its entirety
- Photograph of your booth and surrounding area
- \$250 damage deposit (deposit is refundable)

Please mail or email completed applications and fees to Erica Chua **no later than May 29, 2018** at:

2117 West River Road **OR** echua@minneapolisparcs.org
Minneapolis, MN 55411
Please make checks out to: Minneapolis Finance Department

FOOD PERMIT

All food vendors are responsible for compliance with all relevant state and city health and safety requirements. Vendors must obtain either a seasonal or short term food permit from the City of Minneapolis. If you plan to apply for a short term food permit, send us the permit application (attached) and an \$87 check or money order payable to Minneapolis Finance Department. MPRB will submit it for processing. Vendors shall only sell items listed on, and agreed to in this contract and on your food permit. Food items sold at the event, not listed on your contract and/or food permit will result in the forfeiture of your \$250 damage deposit.

INSURANCE

All food vendors must have insurance coverage in excess of \$1,000,000 . The Minneapolis Park and Recreation Board (MPRB) must be named as additional insured on the policy. Proof of insurance must be submitted to the MPRB by May 29, 2018. Address for the certificate is: MPRB, Attn: Erica Chua 2117 West River Road, Minneapolis, MN 55411.

CANCELLATION POLICY

If you have to cancel your commitment to us before June 4, 2018 we will retain \$75 of your total application fee and return the remainder of your fee including the damage deposit. After June 4, 2018 there is no refund of any portion of your fee if you cancel.

SET-UP DETAILS

All vendors must be set up no later than 4:30 pm on the day of the event and be ready to take orders at 5:00 pm when the event begins. All food vendor vehicles will be parked in nearby parking areas NOT onsite near your booth, each vendor will be given a map of where to park. Due to limited parking we cannot guarantee a parking spot for each vendor vehicle, if you have more than one vendor vehicle you will be responsible for any parking fees. If you arrive on-site after 4:30 pm event management has the right to refuse your participation in the event and keep your full fee, this is due to safety reasons. We cannot have vehicles moving into the event area after 4:30 pm. All vendors must be operational during the event hours from 5 pm to 10:30 pm, leaving before the end of the event will result in the forfeiture of your \$250 damage deposit. Vending vehicles must have plywood or other solid surface under each wheel to prevent turf and tree root damage. Any damage caused by failure to comply with this requirement will result in the forfeiture of your \$250 damage deposit.

No electricity or water will be provided or available on site. If used, generators must be muffled by appropriate means to reduce the sound and placed as directed by event coordinators at a distance of up to 100 feet from the food vendor’s booth. All electrical and generators must be up to MN state code in order to be used at the event. Please Note: each vendor using LP tanks over twenty pounds must apply for a permit with the Minneapolis Fire Prevention Bureau at 612-673-3288.

CLEAN UP

The area surrounding your booth must be kept clean. All trash, including boxes must be removed. Trash, oil, grease and gray water must be placed in the appropriate containers with boxes broken down flat for recycling purposes. Incomplete clean up or improper disposal of items will result in the forfeiture of your \$250 damage deposit.

BOOTH APPEARANCE

Signage must be professional. The event management reserves the right to remove inappropriate signage. No music or other auditory programming is allowed to be played from or in food vendor vehicles during the event.

This agreement is not valid until both the vendor and the MPRB representative of Minneapolis Red, White and Boom sign and date this page of the agreement. I agree to indemnify and hold harmless MPRB, Minneapolis Red, White and Boom and the City of Minneapolis their affiliates, all volunteer members, contracted staff, event sponsors, and all their officers, agents and their employees for damage, injury or loss to any person or property related to my participation in Red, White and Boom. This document is a contract between the food vendor and the MPRB for food vending during the Red, White and Boom event. All vendors must abide by this contract. Failure to comply with the terms listed above will result in the forfeiture of your application fee and damage deposit.

I have read, understood and agreed to the conditions stated in this application and have provided truthful and complete information.

Authorized Food Vendor Signature

Date

Authorized MPRB Signature

Date