2019 JUNETEENTH CELEBRATING FREEDOM DAY
FOOD AND BEVERAGE VENDOR

Saturday, June 15, 2019, 11 am to 6 pm
Bethune Park
1304 N 10th Ave, Minneapolis, MN 55411

FOOD AND BEVERAGE VENDOR INFORMATION

We are excited to open applications for food and beverage vending during Minneapolis’ annual Juneteenth celebration. Juneteenth is the oldest known celebration commemorating the ending of slavery in the United States. Dating back to 1865, it was on June 19th that the Union soldiers, led by Major General Gordon Granger, landed at Galveston, Texas with news that the war had ended and that the enslaved were now free. The Juneteenth Celebrating Freedom Day Event in Minneapolis celebrates African-American history & culture with live music, family activities and food.

If you’re interested in being part of one of Minneapolis’ largest Juneteenth celebrations, please complete and sign the attached agreement. Please return the completed agreement and all payments to Aaron Briner before Tuesday, May 28, 2019 to be considered for a vendor space. If you have any questions contact Event Coordinator, Aaron Briner at 612-230-6497 or abriner@minneapolisparks.org.

Vendors will be selected to reflect the cultural aspect of the event and will be based on previous event experience, level of professionalism, as well as type and price of products sold to ensure 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 28, 2019. Confirmation of event participation and location assignment will be sent during the week of June 3, 2019.

Below is a map of the event location, final placement decisions will be at the discretion of the event coordinator 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.
Please contact Aaron Briner at 612-230-6497 or abriner@minneapolisparks.org with any questions.

**APPLICATION FORM**

**CONTACT INFORMATION**

<table>
<thead>
<tr>
<th>APPLICANT’S NAME</th>
</tr>
</thead>
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☐ Please check box if you are 18 years old or under

<table>
<thead>
<tr>
<th>ORGANIZATION</th>
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<table>
<thead>
<tr>
<th>ADDRESS</th>
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<table>
<thead>
<tr>
<th>PHONE #</th>
<th>EMAIL</th>
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</thead>
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<table>
<thead>
<tr>
<th>WEBSITE</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>EVENT DAY CONTACT NAME AND PHONE #</th>
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</thead>
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**VENDOR DETAILS** *(PLEASE ATTACH PHOTO OF YOUR BOOTH SET UP WITH YOUR APPLICATION)*

<table>
<thead>
<tr>
<th>PROPOSED MENU ITEMS</th>
<th>DESCRIPTION (if necessary)</th>
<th>PRICE</th>
</tr>
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</table>

Producers of the Juneteenth Celebration reserves the right to deny sale of any products. Vendors will be notified of any changes by Juneteenth. Any new products not listed above must be approved in writing by Juneteenth 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)*

<table>
<thead>
<tr>
<th>EVENT</th>
<th>CONTACT</th>
<th>PHONE/EMAIL</th>
<th>EVENT</th>
<th>CONTACT</th>
<th>PHONE/EMAIL</th>
</tr>
</thead>
</table>

**SET UP DETAILS**

<table>
<thead>
<tr>
<th>HEIGHT</th>
<th>WIDTH</th>
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</table>

**COST**

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>DATE</th>
<th>TIME</th>
<th>COST</th>
<th>ESTIMATED ATTENDANCE</th>
</tr>
</thead>
</table>

☐ Bethune Park

June 15 11 am-6 pm $250 1,500 +

$250 refundable damage deposit (required)

**PLEASE NOTE:** THIS FEE DOES NOT INCLUDE TABLES, CHAIRS, OR A TENT. YOU ARE RESPONSIBLE FOR PROVIDING THE ITEMS NECESSARY FOR YOUR BOOTH SET UP.

**TOTAL VENDOR FEE**

<table>
<thead>
<tr>
<th>PAYMENT:</th>
<th>CASH</th>
<th>CHECK (CHECK #)</th>
</tr>
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</table>

Make checks out to: Minneapolis Finance Department

**Please sign**

Name: __________________________ Card #: __________________________ Expiration Date: __________________________

Cardholder Signature: __________________________ Billing Address: __________________________
FOOD AND BEVERAGE VENDOR INFORMATION APPLICATION PROCESS

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 Aaron Briner no later than May 28, 2019 at:

2117 West River Road  OR  abriner@minneapolisparks.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 application permit and an $87 check or money order payable to the 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 Juneteenth Celebration Committee and Minneapolis Park and Recreation Board must be named as additional insured on the policy. Proof of insurance must be submitted to the Juneteenth Committee by May 28, 2019. Address for the certificate is: Attn: Aaron Briner, 2117 West River Road, Minneapolis, MN 55411 or abriner@minneapolisparks.org.

CANCELLATION POLICY
If you have to cancel your commitment to us before June 3, 2019 we will retain $75 of your fee. On June 3, 2019 and after that date, 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 9:30 am on the day of the event and be ready to take orders at 10:30 am. All food vendor vehicles will not be parked in the event area, each vendor will be responsible for parking. If you arrive on-site after 10 am 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 10 am. All vendors must be operational during the event hours from 11am to 6pm 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.

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 Juneteenth Committee representative sign and date this page of the agreement. I agree to indemnify and hold harmless MPRB, the Juneteenth Committee 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 the Juneteenth Celebration. This document is a contract between the food vendor and the Juneteenth Celebration Event for food vending during the Juneteenth Celebration. 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 Juneteenth Signature ___________________________ Date ________________