We are excited to open applications for organizations/non-profit 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 Tom Godfrey before Monday, May 28, 2019 to be considered for a vendor space. If you have any questions, contact Tom Godfrey at 612-230-6484 or tgodfrey@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 Monday, 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 a variety of different merchandise and that vendors will have the best opportunity for success.
Contact Information

Applicant's Name

☐ Please check box if you are 18 years old or under

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 Products  Description (if necessary)  Price

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)

Event  Contact  Phone/Email

Event  Contact  Phone/Email

Set Up Details: Height  Width

Cost

Location  Date  Time  Cost  Estimated Attendance

☐ Bethune Park  June 15  11 am-6 pm  $75  1,500 +

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 __________

Payment:  ___ Cash  ___ Check (Check #__________)  Make checks out to: Minneapolis Finance Department  ___ Credit Card

Name: ___________________________________________ Card #_________________________ Expiration Date:________________________

Cardholder Signature: ____________________________ Billing Address: ____________________________________________________________
APPLICATION PROCESS

Checklist for submitting application:

☐ Attached application completed in its entirety
☐ Photograph of your booth and surrounding area

Please mail or email completed applications and fees to Tom Godfrey no later than May 28, 2019 at:
2117 West River Road OR tgodfrey@minneapolisparks.org

Please make checks out to: Minneapolis Finance Department

SET-UP DETAILS
All vendors must be set up no later than 10:30 am on the day of the event. 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 11 am to 6 pm.

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 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 must be placed in the appropriate containers with boxes broken down flat for recycling purposes.

BOOTH APPEARANCE
Your booth space will approximately be 10 feet x 10 feet. 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 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 vendor and the Juneteenth Celebration Event for merchandise 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 Merchandise Vendor Signature ___________ Date ___________ Authorized Juneteenth Signature ___________ Date ___________