



FOOD/NOVELTY CONCESSION GUIDELINES & APPLICATION

General Information:

ArtSoup 2009

Saturday, June 20, 2009 | 11 a.m. – 9:30 p.m.

Historic Downtown Elk River | Elk River, MN 55330

Rain or Shine

- Display Space is approximately 10' x 15'.
- Cost is \$200
- Set-up begins at 7:30 a.m. on Saturday, June 20. All displays must be completed by 10:30 a.m.
- All chosen food vendors must stay for the entire event. Take down time is 9:30 p.m. on Saturday, June 20.
- **Please provide a hot or cold soup option for our promotional *Soup Competition – ArtSoup* will provide 2 oz sipper cups for you and you may also sell larger bowls of the soup.**
- Please bring all of your own equipment, tables, chairs, etc. for your display. Please indicate if you will require electrical service.
- We ask that all food items be presented in an aesthetically appealing manner. Find your artistic or soup-maker spirit and have fun with it! Provide photos of your booth with the application (not required).
- Keep area neat and clean at all times. Garbage cans will be provided and patrons will have a tented seating/eating area.
- All booths must be attended at all times.
- No ice service will be provided.
- Vendor parking is on the city streets surrounding downtown Elk River, but there is drive-up access to the food booth areas.
- We reserve the right to refuse or limit entries based on space, needs, quality, etc.
- Each food concessionaire is responsible for their own proof of current insurance, MN Department of Health License/Permit, and MN sales tax permits. License must be displayed on your exhibit during the festival at all times. Visit www.health.state.mn.us/divs/eh/food/license/ to learn more about the MN State food permit/license requirements.

Deadline for application is June 5, 2009.

Letters of acceptance and decline will be mailed by June 8, 2009.

Space rental fee is \$200 is accessed each concessionaire. This fee must be received before application is approved. NO REFUNDS WILL BE ISSUED AFTER APPLICATION HAS BEEN APPROVED. If you are not selected to exhibit, your fee will be returned to via the address you provide on your application

CONTACT: Complete the enclosed application. Mail your application, fee - payable to the *Elk River Area Arts Alliance*, proof of insurance and permitting, to:

Attn: ArtSoup / Laura Mullen
P.O. Box 18436
Minneapolis, MN 55418

For information contact Festival Director, Laura Mullen at 612.789.1205 or via email at artsoup2009@eraaa.org.

FOOD CONCESSIONAIRE APPLICATION FORM – ArtSoup 2009

Deadline is June 5, 2009

Notification of acceptance mailed on June 8, 2009

Photocopies of your insurance, license and permit must accompany this application

Business/Organization Name: _____

Contact Name: _____

Address/City/State/Zip: _____

Daytime Phone: _____

Cell / Weekend Phone: _____

Fax Number: _____

Email: _____

Permit Type and Number: _____

Insurance Carrier/Policy Number: _____

Booth Size: _____

What parades and festivals have you participated in the past two years?

Please provide a detailed description of your products and include their individual prices:

Do you require electricity, if so, what are the specific requirements:

***Waiver:** The ArtSoup Committee reserves the right to reject any vendor on the days of arrival or exhibit that does not fulfill the qualifications set forth in the food concessionaire guidelines. The Elk River Area Arts Alliance and the ArtSoup Committee assumes no responsibility for loss or damage to merchandise or equipment or injury or illness to any person patronizing your booth. Submission of application indicates acceptance of the above conditions.*

Mail application, photocopies, and \$200 fee by Friday, June 5, 2009

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P.O. Box 18436
Minneapolis, MN 55418

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Fax: 612.813.1205

Email: artsoup2009@eraaa.org