

2019 EAT STREET FOOD, MUSIC, & ARTS FESTIVAL

Food and Beverage Vendor Registration Form

Date: September 15, 2019

Time: 1-8pm **Location:** Nicollet Avenue between 26th & 28th Streets

About the event: The Eat Street Food Music and Arts Festival is a celebration of all things Eat Street and the Whittier neighborhood. Drawing over 6,000 attendees in its inaugural year in 2018 the Eat Street Festival strives to bring all facets of community together by providing programming and opportunities representative of the broad diversity of the Whittier neighborhood.

Which permits and forms do you need to be a Food & Beverage vendor?

- If you are a licensed Seasonal Food Vendor or Mobile Food Vendor provide that number in your registration
- If you plan to sell/give away food and/or beverages and do not possess a Seasonal or Mobile Food vendor license, you must fill out the short term food permit application on the City's website and email it to business@whittieralliance.org:
www.ci.minneapolis.mn.us/www/groups/public/@regservices/documents/webcontent/convert_259929.pdf
 - Keep the Food Vendor Checklist (pages 7 & 8) to fill out during set up the day of the event.
 - Keep and adhere to Food Vendor Guidelines (page 9).
- *Temporary Expansion of License*
 - If you plan to sell alcohol at the event (**option only available to those with alcohol permits located within the Festival zone**), you must fill out a Temporary Expansion of License:
 - ci.minneapolis.mn.us/www/groups/public/@regservices/documents/webcontent/convert_271106.pdf
- *Operator Certificate of Compliance/ST19 form*
 - If you plan to sell anything - including food or drink - at the event, you must fill out an Operator Certificate of Compliance/ST19 form and email it to business@whittieralliance.org with your application.
 - Find this form at revenue.state.mn.us/Forms_and_Instructions/st19.pdf.

Are there any costs to be a Food & Beverage vendor?

- Vendors located within the event zone (closed streets) may sell food and n/a beverages with only permitting costs.
- Whittier vendors located outside the event zone may sell food and n/a beverages with 10% of total sales submitted back to Whittier Alliance after the event.

- Vendors from outside the Whittier neighborhood selling food and n/a beverages must submit 20% of total sales back to Whittier Alliance after the event.
- **Vendors within the festival zone who have secured a Temporary Expansion of Premise license from the City must submit 20% of alcohol sales back to Whittier Alliance after the event to help offset event costs.**
- All payments must be made to Whittier Alliance *no later* than September 30, 2019. All vendor fees will help to ensure the continued production of this event.

What do *you* need to bring to the event?

Whittier Alliance will assign you a location within the Festival grounds. *You are responsible for bringing all materials that you will need.*

- Your *own* 10x10' (maximum) tent, folding tables, chairs, etc.
- Your *own* generator, if you require power.

What time should you set up and take down?

- Set up: You have between 10:30 am-12:00 pm to set up.
- Take down: You should be packed up and have vacated your designated location by 8pm.

What else do you need to know?

- Vendors are responsible for leaving their designated area as they found it.
- **Vendors must plan to remain in their place *at least* until 7:00 pm. If you do plan to leave early, you must coordinate your exit time with Whittier Alliance staff in advance.**
- The Whittier Alliance will be in contact with you to confirm details and location as we get closer to the event date.
- Please be prepared to submit sales numbers for event day and how that compares to sales on a typical Saturday or other events for City documentation purposes. The Whittier Alliance will follow up closer to the event date with a separate form to submit that information.
- **Preference will be given to vendors located in the Whittier neighborhood**

Who should you contact with questions?

Whittier Alliance, 10 E 25th St., Minneapolis, MN 55404
612-871-7756 | business@whittieralliance.org

Please Return the attached Vendor Registration Form (page 1) and ST19 Operator Certificate of Compliance (page 2) along with your payment to the Whittier Alliance by Wednesday, July 31st in order to confirm your spot.

2019 Eat Street Festival - Food/Beverage Vendor Registration Form

Business Name: _____

Primary Contact Person: _____

Mailing Address: _____

Phone: _____ Email: _____

Food Vendor License Type and
Number: _____

Check here if you will be applying for a Short-term Food Permit

Description of Booth (physical space):

Description of product or services to be sold (can include links to social media or webpage):

PAYMENT INFORMATION

SHORT-TERM FOOD PERMIT COST (If necessary): **\$90.00**

Please select your desired payment method:

- Mailed check made out to **Minneapolis Finance** (mail to Whittier Alliance at 10 E 25th St., Mpls, MN 55404)
- Credit card
 - I would like WA to send an e-invoice for online payment
 - I would like to provide payment to WA staff over the phone

TOTAL AMOUNT

- **Vendor inside Festival Zone (Nicollet Ave from 26th to 28th Sts): 0% of gross sales**
- **Whittier Vendor outside Festival Zone: 10% of gross sales**
- **Outside of Whittier Vendor: 20% of gross sales**

Please select your desired payment method:

- Mailed check made out to the **Whittier Alliance**
 - I would like an invoice emailed prior to sending payment
- Credit card
 - I would like WA to send an e-invoice for online payment
 - I would like to provide payment to WA staff over the phone

NOTICE OF LIABILITY

The Whittier Alliance or their affiliates will not be held responsible for any liability, lost, stolen or damaged merchandise, or any injury incurred during the Eat Street Food, Music, & Arts Festival.

Vendor Signature: _____ **Date:** _____

*All event proceeds will benefit the Whittier Alliance, a 501(c)(3) nonprofit dedicated to building a flourishing and distinctive Whittier neighborhood. Vendor fees will directly support the annual production of the Eat Street Food, Music, & Arts Festival. **Tax ID: 41-1315023***

Please return this form with your vendor registration fee and Operator Certificate of Compliance Form and Short-Term Food Permit (if applicable) to the Whittier Alliance by Wednesday, July 31st, 2019:

Whittier Alliance | 10 E 25th St, Minneapolis, MN 55404 | 612-871-7756 | business@whittieralliance.org

