



# Earth Day Festival 2023 Food Vendor Application



Event Date: April 22<sup>nd</sup> • Rain Date: April 29<sup>th</sup> • Application Deadline: March 23<sup>rd</sup>

PLEASE COMPLETE & MAIL / EMAIL TO:

Callie Brown, Fredericksburg Parks & Recreation, 408 Canal St., Fredericksburg, VA 22401

[cmbrown@fredericksburgva.gov](mailto:cmbrown@fredericksburgva.gov)



Fredericksburg  
Parks, Recreation  
& Events

Organization Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Type of Food Served: \_\_\_\_\_

Do you have a vegan option? (At least one preferred) \_\_\_\_\_ YES \_\_\_\_\_ NO

## Food Vendor Agreement

**To participate in the 2023 Earth Day Festival, you must:**

- \_\_\_\_\_ Pay the Food Vendor Fee: \$100 + \$100 deposit - Due NO LATER THAN **March 23, 2023**
- \_\_\_\_\_ Have the following permits (copies of permits should be sent to [cmbrown@fredericksburgva.gov](mailto:cmbrown@fredericksburgva.gov) OR mail to Callie Brown, 408 Canal Street, Fredericksburg, VA 22401 by **March 23** to participate):
  - o **Rappahannock Area Health District Temporary Restaurant Permit** (different from state permit)  
<http://www.vdh.virginia.gov/content/uploads/sites/114/2016/09/Temporary-Event-Vendor-Applic2013.pdf>
  - o **City Business Permit** – Required to sell anything  
<https://www.fredericksburgva.gov/DocumentCenter/View/233>
  - o **Fire Permit** – if using propane on site, must send this online form below and \$50 to City Fire Marshall.  
<https://www.fredericksburgva.gov/DocumentCenter/View/4681/APPLICATION-FOR-TEMPORARY-ACTIVITY?bidId=>
  - o **After the event, you must file a Monthly Tax Remittance Form with the City**  
<http://www.fredericksburgva.gov/DocumentCenter/View/304>
- \_\_\_\_\_ Be set up and ready at **10:30 a.m.** the day of the event: April 22 (rain date: April 29). Vendors are allowed to arrive and start setting up as early as 8 a.m. The event is open to the public from 11 a.m. – 4 p.m.

**To receive your deposit back after the event:**

- \_\_\_\_\_ Adhere to green event stipulations:
  - o No display or distribution of Styrofoam.
  - o All beverages must be sold in recyclable or biodegradable containers (this includes aluminum, plastic, glass, paper – no Styrofoam!)
  - o No plastic straws please!

## Payment

TOTAL DUE: \$ \_\_\_\_\_

Check (payable to *City of Fredericksburg*)

OR

Credit Card (Visa, M/C, Amex, Discover, Diner's Club, Carte Blanche, JCB)

Credit Card Type: \_\_\_\_\_ Acct. No. \_\_\_\_\_ CVV# \_\_\_\_\_

Exp.: \_\_\_\_/\_\_\_\_/\_\_\_\_ Authorized Signature: \_\_\_\_\_

Name as written on credit card: \_\_\_\_\_

## Agreement

I agree to the Vendor Guidelines listed above. \_\_\_\_\_

(Signature)