

2026 EARTH DAY FESTIVAL

FOOD VENDOR APPLICATION

A vendor is any organization that sets up a booth at the Earth Day Festival. The below information is required to be submitted by **March 20, 2026**. Applications can be submitted by email, mail, or drop off at the Dorothy Hart Community Center.

Business	:				
Contact Name	:				
Address	:				
City	:				
State	:		Zip Code	:	
E-Mail	:		Phone	:	
Type of Food	:				

Do you have at least one vegan option? ☐ Yes ☐ No

Vendor Fees

Amount Due : **\$100 + \$100 Deposit** (returned after following **Green Stipulations** at event) = **\$200**

Payment Type : ☐ **Check** ☐ **Cash** ☐ **Card**

Cash or **Check** payment can be mailed in with the application. Checks should be made payable to **City of Fredericksburg**. If you wish to pay by **Card**, you will be contacted for payment online or over the phone. Complete payment will be due by **March 20, 2026**.

Green Stipulations

In order to receive the **\$100** deposit back after the event, the following **Green Stipulations** must be followed. Please check each one to indicate that you understand them:

- ☐ No display or distribution of styrofoam
- ☐ All beverages must be sold in recyclable or biodegradable containers (this includes aluminum, plastic, glass, and paper)
- ☐ No plastic straws please!

Agreement continued on Page 2. Agreement to the guidelines listed, payment, and signature are required in order to be approved as a Food Vendor at the Earth Day Festival.



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FOOD VENDOR GUIDELINES

Food Vendors must adhere to the following guidelines to participate in the Earth Day Festival. Please check each one to indicate that you understand them:

Fee Payment - Pay the Food Vendor Fee: **\$100 + \$100 deposit - DUE NO LATER THAN March 20, 2026**

Health Department - Provide a copy of your current Health Department Permit - *Please Attach* Information and links to appropriate applications can be found here:
<https://www.vdh.virginia.gov/rappahannock/services/food-services/>

Business License - Provide a copy of your current City of Fredericksburg Business Permit - *Please Attach* Application can be found here: <https://www.fredericksburgva.gov/DocumentCenter/View/233/Business-License-Application-Rev-122014?bidId=>

Fire Permit - Be currently permitted with the Fredericksburg Fire Department. Application can be found here: <https://www.fredericksburgva.gov/DocumentCenter/View/8424/Application-for-Mobile-Food-Units-Permit?bidId=>

Tax Forms - After the event, you must file a Monthly Tax Remittance Form within the City. Form can be found here: <https://www.fredericksburgva.gov/DocumentCenter/View/304/Monthly-Remittance-Tax-On-Meals?bidId=>

Set-Up - Be set-up and ready to serve by 10:30am. You may arrive as early as 8:30am to begin setting up. Event starts at 11am / ends at 5pm.

Vendor Meetings - Every vendor **MUST** send a representative to **ONE** of the two offered vendor meetings leading up to the event. Vendor Meetings are scheduled for **Tuesday, April 7 at 10am OR 6:30pm** at the Dorothy Hart Community Center.

Logo - Provide a logo by email to include on the Earth Day website: www.earthdayfred.com

Application - Event Organizers reserve the right to accept/deny your application. You will be notified via email within 2 weeks of submission.

Festival Info

Location: Old Mill Park
Date: Saturday, April 18, 2026
Time: 11am - 5pm
Website: www.earthdayfred.com

Email or mail completed application (and required documents) to: Courtney Mersiowsky, Superintendent of Special Events
csmersiowsky@fredericksburgva.gov, 540-372-1086 x307
408 Canal Street, FXBG, VA 22401

Agreement

My business/organization agrees to all the vendor guidelines listed in this application. (sign below)

Signature Of Applicant

Date