



East End Valley Street Community Heritage Festival -2022
Saturday, August 27, 2022
MLK JR. PARK
50 Martin Luther King Jr. Drive
Asheville, NC 28801

Dear Vendors:

Our festival for 2022 is fast approaching. The festival will only be a **one-day** festival on Saturday, August 27, so please mark your calendar and spread the word! You are invited to submit an application for the festival. Food vendors will be selected to sell food.

Our festival schedule is as follows:

FESTIVAL SITE: MLK JR. PARK, 50 Martin Luther King Jr. Drive
SATURDAY, AUG. 27 – FESTIVAL HOURS: 10:00 AM – 9:00 PM
VENDOR SET-UP TIME 7:00 AM – 10:00 AM

Booth fee for Food Vendors/Food Trucks \$100.00 due by July 1, 2022
(\$125.00 after July 1)

Booth fee for Merchandise Vendors \$75.00 due by July 1, 2022 (\$100.00 after July 1)

Booth fee for Non-Profit Vendors \$50.00 due by July 1, 2022 (75.00 after July1)

APPLICATION CHECKLIST – Food Vendors, ALL FORMS MUST BE COMPLETED AND RETURNED.

- 1. Application/Booth fees must be paid before setting up**
- 2. Food Vendors must have the following:**
Health Department Questionnaire and Buncombe County Health Department fee of \$75.00 (a Must) (copy of certificate of insurance)
- 3. You Must include a Certificate of Insurance listing the East End Valley Street Community Heritage Festival as the certificate holder and the City of Asheville as an additional insurer of the festival for the dates of the festival. Certificates must show a general liability policy of \$1,000,000.**

Thank you for your interest in the East End Valley Street Community Heritage Festival.

Please feel free to contact – Connie Jefferson at (828) 273-5967 – P.O. Box 7341 Asheville, NC 28802. www.eastendvalleystreet.org. We look forward to your participation!

PARTICIPATION POLICIES- 2022

BOOTH SPACE: All set up items (tents, chairs, tables, etc.) are the responsibility of the vendor. A 10’X10’ booth space will be given-if you need additional space you will have to purchase another booth. All vendors who will be cooking must have a fire extinguisher (10lb. ABC)

FESTIVAL HOURS: Kick-off - Saturday, August 27 at 10 a.m.

All vehicles must unload, moved and booth ready for business by 10:00 a.m. Vendors must check in before setting up; you will receive your booth location upon check-in. Check-in time on Saturday is 7:00 a.m. If extra time is needed for booth set up, let us know and arrangements may be able to be made. Vehicles must be off festival grounds & parked in designated parking area.

SECURITY: Vendors are responsible for their own merchandise or equipment. The East End Valley Street Community Festival are not responsible for any lost, damaged or stolen items.

COOKING: All on premise cooking must be done behind your booth space away from customers. Please Complete the Buncombe County Dept. of Health, Temporary Food Event Application with Fee.

Spaces and Fee - Cashier’s Checks. Certified Check or Money Orders
(All checks and money orders should be made payable to the - East End Valley Street Community Heritage Festival). **NO business nor personal checks will be accepted.**

Retail Vendors Fees

- 1. Space \$75.00
- 2. Spaces \$150.00

Non-Profit Vendor \$50.00

Food Vendors Fees

- 1. Space - \$100.00
- 2. Spaces - \$200.00

NO REFUNDS

Indicate if you need electricity: YES___ NO___ LIMITED ELECTRIC AVAILABLE

FOOD VENDORS: Grease or any other liquid waste must be disposed of by storing it in a sealed container and taken away. The city of Asheville is not responsible for the removal of grease.

Applications and Booth Fees must be submitted with the additional documentation required for food vendors as previously stated. You must include a Certificate of Insurance listing East End Valley Street Community Heritage Festival and the City of Asheville as an additional insurer for the dates of the festival. Certificate must show a general liability policy of \$1,000.000.

Full payment and all documentation must be received before space will be assigned. Due to limited space, you will be notified if you have been accepted or declined. (If declined, all Fees will be returned to you).

PLEASE READ AND AGREE BY SIGNING BELOW:

Signature _____ Date _____

Print Name _____

For additional information, call - Connie Jefferson at (828) 273-5967



Buncombe County Health and Human Services

Temporary Food Event Vendor Application

This application must be completed and submitted to the Buncombe County Environmental Health to provide information about all food preparation and sales to the public at any public event or exhibition within Buncombe County. **Applications must be submitted no later than 15 days prior to the event.**

Please Note: A fee of \$75.00 will be required for each food service permit and must be paid with the submission of each Food Vendor Application.

1) Name of Event: _____ Date of Event: _____

2) Address of Event: _____
Street City State Zip

3) Name of Vendor: _____ Vendor Phone: _____

4) Vendor Business Name: _____

5) Vendor Business Address: _____
Street City State Zip

Please note: food booth must be completely set up prior to permitting and NO food preparation is allowed in the booth until the permit is issued

6) Date for permitting: _____ 7) Time for permitting: _____

8) Applicant Email Address: _____

9) Will vendor prepare food prior to the event? Yes No

If you checked "yes" food will be prepared prior to the event*, provide the name of the facility where food will be prepared:

Name of Prep Facility: _____ Date of preparation: _____ Time of Preparation: _____

Address of Prep Facility: _____
Street City State Zip

***Please Note: Advanced preparation may require a permit by BCHHS for the preparation site.**

10) As of September 1, 2012, the vendor/permit holder shall require all food service employees to comply with an approved Employee Health Policy. Do you have an approved Employee Health Policy? Yes No

11) Please check the box that best describes the source of water for your food booth:

- City water supplied by organizer (requires food grade hose) Tap water supplied by vendor
Source location:
 On-site private well (requires sampling by BCHHS) Bottled water supplied by vendor

12) Check the box that best describes the disposal method for the following:

<u>Garbage:</u>	<u>Wastewater:</u>	<u>Grease:</u>
Waste can be taken offsite	Portable toilet at event	Grease taken offsite
Event dumpster	Event grey water bin	Event grease receptacle
Other: _____	Other: _____	Other: _____

13) Check the box that best describes your equipment:

<u>Cold Holding:</u>	<u>Hot Holding:</u>	<u>Utensil Washing:</u>	<u>Hand Washing Set-</u>
Refrigerated truck	Chafing dishes	3 Utility sinks	<u>up</u> Mechanical
Commercial refrigerator	Electric hot box	3-compartment sink	sink Gravity flow
Freezer	Grill	3 Basins	set-up Other:
Other: _____	Other: _____	Other: _____	_____

14) Will ready-to-eat produce (vegetables or fruit) be prepared in your food booth? Yes (requires a prep sink) No

15) Provide a complete list of all food/menu items in the chart below and check “Advanced Preparation” if the food/menu item will be prepared prior to the event or check “Prepared at Event” if no advance preparation is needed. Check both “Advanced Preparation” and “Prepared at Event” if food/menu item requires both types of preparation.

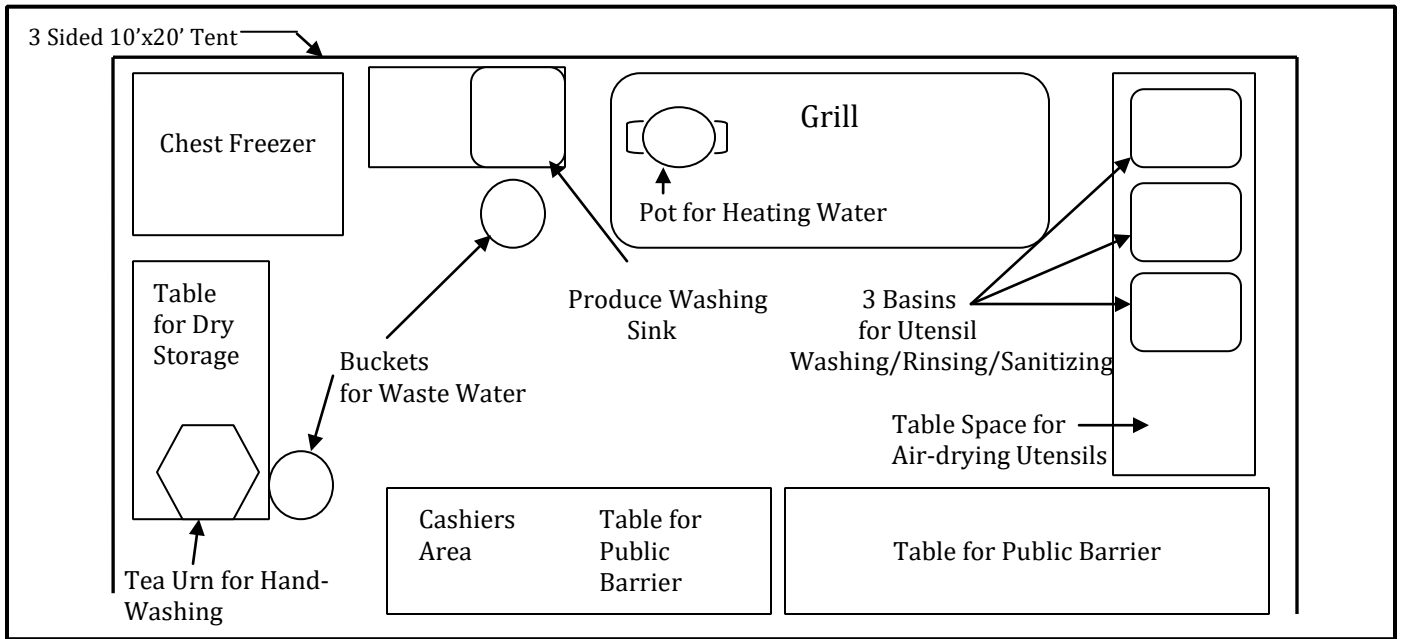
Please include all add-on items such as lettuce, tomato, onion, etc. (example: Hamburgers with cheese, lettuce, tomato, onion).

Food/Menu Items	Advanced Preparation*	Prepared at Event

***Please note: food preparation may not exceed more than 7 days prior to the event.**

16) Check the box which describes your food booth set up:
 3-sided tent Tent with fans Mobile food unit Other: _____

17) Find the following example of a typical food booth set-up. Please note that ALL food booths must have approved hand wash set-up and utensil washing set-up for washing, rinsing and sanitizing equipment. Other equipment needs may vary.



I certify that the information in this application is complete and accurate. I understand that:

- Any changes to my operation must be submitted to the Buncombe County Environmental Health for review and approval prior to the day of the event
- All potentially hazardous foods (PHF) that I am serving must be maintained at approved temperatures (41°F or below for cold food and 135°F or above for hot food) during transport, holding and/or service
- Failure to maintain approved temperatures for PHF may result in disposal or embargo of the food

Applicant Signature: _____ **Date:** _____

Office Use Only
 Reviewer Signature: _____ Date: _____
 Comments: _____

EAST END VALLEY STREET COMMUNITY HERITAGE FESTIVAL - 2022

**Martin Luther King Jr. Park
50 Martin Luther King Jr. Drive, Asheville, N.C. 28801
Saturday, August 27, 2022**

Vendor Application

PLEASE READ ALL RULES AND REGULATIONS BEFORE COMPLETING APPLICATION

Organization/Individual:(Print) _____

Contact Person: _____ Phone#: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

E-mail Address _____

Number of Space(s) requested _____

List all the Food or Merchandise items you wish to sell: _____

Signature: _____ Date: _____

PLEASE INCLUDE MONEY ORDER, CASHIER CHECK OR CERTIFIED CHECK ONLY

Deadline July 1, 2022 (after deadline date a \$50.00 late fee will be charged)

Booth Fees Must be Paid Before Setting Up. Booth Spaces (10-ft x 10-ft.)

Indicate if you need electricity: YES ___ NO ___

If YES: description of equipment - LIMITED ELECTRIC AVAILABLE

**Cost Per Vendor Space: Food Vendor/Food Trucks -\$100.00 & Merchandise Vendor- \$75.00
Non-Profit-\$50.00 - Must be post marked before deadline (July1, 2022)**

NO REFUNDS - FESTIVAL WILL OCCUR RAIN OR SHINE

***To be accepted, submit Complete Application, Fees, and Certificate of Insurance for food vendors.**

Make Check Payable To: East End Valley Street Community Heritage Festival.

Attention: Connie Jefferson

P.O. Box 7341

Asheville NC 28802

OFFICE USE ONLY – DO NOT WRITE BELOW THIS LINE

Amount Received: \$ _____ () Cashier Check () Money Order () Certified Check No Personal Checks

Received by: _____ Date: _____