



East End Valley Street Community Heritage Festival -2023
Saturday, August 26, 2023
MLK JR. PARK
50 Martin Luther King Jr. Drive
Asheville, NC 28801

Dear Vendors:

Our festival for 2023 is fast approaching. The festival will only be a **one-day** festival on Saturday, August 26, 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. 26– FESTIVAL HOURS: 10:00 AM – 10:00 PM
VENDOR SET-UP TIME 7:00 AM – 10:00 AM

*Booth fee for Food Vendors/Food Trucks \$100.00 due by July 1, 2023
(\$125.00 after July 1)*

Booth fee for Merchandise Vendors \$75.00 due by July 1, 2023 (\$100.00 after July 1)

Booth fee for Non-Profit Vendors \$50.00 due by July 1, 2023 (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- 2023

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 26, 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

EAST END VALLEY STREET COMMUNITY HERITAGE FESTIVAL - 2023

**Martin Luther King Jr. Park
50 Martin Luther King Jr. Drive, Asheville, N.C. 28801
Saturday, August 26, 2023**

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, 2023 (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 ___ Will you be using a generator 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, 2023)**

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: _____