



1760 Southridge Drive
Jefferson City, MO 65109
(573)556-0400
Email:
jcmulticulturalfallfestival@gmail.com
Website: www.ilrcjcmo.org/diversity
 Find us on
Facebook

Dear Food Vendor:

Independent Living Resource Center, Inc. (ILRC) is currently accepting food vendor applications for the annual Jefferson City Multicultural Fall Festival, **October 7th, 2017**. This fun filled day includes an entertainment stage, children's activities, and exhibits from businesses and organizations from around the area.

We would like to offer a wide variety of food and non-alcoholic beverages at a reasonable price to make this an affordable day for families. Please remember that we encourage families to come out and participate and would like to keep the cost of the food to a minimum. The look of your booth, your unique menu, and prices are significant factors in the selection process. Our very affordable food vendor participation fee of **\$125.00** helps defray costs of the festival and gives you an opportunity to introduce your culinary delights to the community. The fee includes the following:

- 20x9 vending area
- Preparation area behind the vending area
- Waste receptacle in close proximity
- Promotion in print and on-air when advertising Festival
- Free parking garage off of Madison Street

Food vendors agree to:

- Submit the attached Health Department Application for a Temporary Food Permit with the \$27 fee to the Health Department Inspector. (Instructions with the time frame attached)
- Supply any equipment needed to prepare and sell food, such as a booth/trailer or tent (weighted at corners), generators (for electricity), table/table covers, skirting/chairs, banner and menu.
- Arrive and set up booth between 7:00 a.m. and 9:00 a.m. The road will be blocked after 9:00 a.m. and you will not be able to unload and set up. All cars and trucks will need to be removed before 9:00 a.m. If you are not able to attend, there will be no refunds of the participation fee.
- Serve food from 10:00 am. to 3:00 p.m.
- Leave their site clean at the conclusion of the Festival.

If you would like to take advantage of this opportunity, please submit the enclosed Food Vendor Application and your application/registration fee by **September 1st**. Checks should be made payable to ILRC and sent to ILRC, 1760 Southridge Drive, Jefferson City, MO 65109 to the attention of Multicultural Fall Festival Food Vendor. Food items and prices may not be changed after acceptance.

Please visit www.ilrcjcmo.org/diversity if you have questions. We look forward to your participation. Attached is the Health Department Application for a Temporary Food Permit with the necessary instructions. Please complete and submit the application to the address listed on the Food Vendor Permit application based on the instructions.

Sincerely,

Multicultural Fall Festival Planning Committee

Enclosures: Food Vendor Application
Application for Temporary Food Permit
Instructions to Complete application for a Temporary Food Permit