



Jefferson City Multicultural Forum
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Jefferson City, MO 65110
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Website: www.jcmcf.info
 Find us on
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Dear Food Vendor:

The Jefferson City Multicultural Forum is currently accepting food vendor applications for the annual Multicultural Fall Festival, **October 3, 2015**. 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 \$100.00 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 JCMCF and sent to JCMCF, PO Box 106125, Jefferson City, MO 65110 to the attention of JCMCF Fall Festival Vendor Committee. Food items and prices may not be changed after acceptance.

Please visit www.jcmcf.info 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,

Jefferson City Multicultural Forum Board of Directors

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