

21st Annual Lincoln Arts Festival
Saturday, June 18 – Sunday, June 19, 2022
Operating Hours: 9 am – 10 pm Saturday
10 am – 4 pm Sunday
Rain or Shine
Food Vendor Application

Business Name: _____ **Reseller ID** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

E-Mail: _____

Phone: _____ **Alternate Phone:** _____

Contact Person: _____

Special Needs: _____

Booth Space:

- Entire Festival: Saturday, June 18th – Sunday June 19th - \$225
- Saturday only, June 18th 9 am – 6 pm - \$150 (option to stay during Lincoln Calling 6pm - 10 pm)
- Sunday only, June 19th 10 am – 4 pm - \$125

EXACT TRUCK/ TRAILER/ TENT DIMENSIONS:

Limited power is available. Generators are not allowed. If power requirements are necessary, please call to discuss.

MENU CHOICES (approved items will be sent with acceptance letter):

Main Dish (Rank in priority)	Side Dish (Rank in priority)
_____	_____
_____	_____
_____	_____
_____	_____

APPLICATION PROCESS: We accept food vendors until the food vendor space is full. First applications receive priority locations and menus. Food vending menus are limited. Once a menu is approved and accepted, additional food vendors with the same food offerings will not be accepted. You will be notified of your status seven (7) days after we receive the completed application. Once you have been accepted, a contract must be signed, and fees will be processed. You will receive an acceptance letter with permit applications for the event.

You may send your completed application to: Lincoln Arts Council, 211 N 14th Lincoln, NE 68508 . You may also scan and send electronically and email to alexandra@artscene.org. If you have any questions, please contact us at (402)434-2787.

PAYMENT: Once you have been accepted as a vendor, you will receive a contract in the mail of your acceptance. Payment is due within 30 days of approval. **Booth spaces WILL NOT be reserved until contract and payment have been received.**

PARTICIPATION CANCELLATION: No refunds will be issued.

WHAT WE PROVIDE: Included in your fee is a marked off, designated space. Spaces will accommodate up to 30 ft. wide and 20 ft. deep. Some spaces include electricity. Please specify your specific needs on the application and your size requirements.

MENU CHOICE/SIGNAGE: Please complete your top 3 menu choices. Each vendor will be limited to three main menu choices and three side dishes. We will do our best to give selected

vendors their first choice, but we cannot guarantee they will receive it. We do not want to have numerous vendors selling the same thing at the festival. We will tell you what items have been approved in your acceptance letter. Additional menu items will not be permitted to sell on site. All vendors are NOT permitted to sell beverages, unless pre-approved.

HEALTH DEPT: If accepted, you will be required to obtain a health certificate by the Lincoln-Lancaster County Health Department. Call 402-441-8000 for requirements.

WASTE: This is a waste free event. This means that all the waste you generate must be recyclable or compostable. Items such as **STYROFOAM AND PLASTIC BOTTLES WILL NOT BE PERMITTED.** Compost and recycle bins will be provided in general areas. If you generate waste that is neither recyclable or compostable, you will be required to carry it off premises on your own. Any items sold or distributed to guests must be compostable or recyclable. Vendors are responsible to collect, sort and properly bag your compost and recyclables within your sales location.

OPERATING HOURS: General festival set up will be Friday June 17th between 9 am – 6 pm. All booths must be in place one hour prior to festival start time each day unless the Health Department requires you to be set up earlier. No exceptions. Vehicles and trailers will not be permitted in the food court area after 9:00 am on Festival operating days or prior to festival end each day. This is for your safety and the safety of others. Vendors must stay throughout the duration of the event. Vendors may not break down their booths or discontinue sales prior to the end of the event. **NO EXCEPTIONS.**

All accepted vendors will be required to sign a contract outlining the above regulations.

I have read the agreement, and if selected to participate, I will comply with the terms. I understand that my signature on this document does not guarantee participation. The LAC reserves the right to select all Vendors.

Vendor Signature

Date

