



# Food Vendor Application

Saturday, September 7, 2024  
Downtown Sioux Falls, SD

## Contact Information

Name(s) \_\_\_\_\_  
(YOUR name as you prefer it on nametags and in publicity)

Names for Festival Nametags \_\_\_\_\_

Business \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

☐ I wish to receive emails about Sidewalk Arts Festival

Website \_\_\_\_\_  
(Not required, but please include if you have one)

SD Sales Tax License #: \_\_\_\_\_

## Menu/Sales Items

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Featured/Top Menu Item(s)

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

## What best describes your flavor?

☐ American ☐ Indian ☐ Mexican  
☐ Asian ☐ Italian ☐ Sweets, Treats & Snacks  
☐ Greek ☐ Mediterranean ☐ Other \_\_\_\_\_

Price range of your menu items \_\_\_\_\_

Booth dimensions in feet\* (Length) \_\_\_\_\_ x (Width) \_\_\_\_\_

\*if applicable, please include trailer hitch in length.

## Will you be bringing a generator?

☐ No  
☐ Yes (whisper-quiet generators are preferred)

Have you been a vendor at the Sidewalk Arts Festival before? ☐ Yes ☐ No

Please list any special requests: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## How did you hear about the Sidewalk Arts Festival?

☐ I am a past participant ☐ Washington Pavilion website  
☐ Friend/Family ☐ Search engine ☐ Other \_\_\_\_\_  
\_\_\_\_\_  
☐ Another Sidewalk Arts Festival vendor \_\_\_\_\_

## Please read and sign the following release and hold harmless agreement:

I am applying to be an exhibitor in the 2024 Sidewalk Arts Festival ("SWAF") and agree that acceptance of my application commits me to participate in SWAF. I have read the rules included in this application and agree to abide by them, as well as any other rules as may be established. I understand that failure to abide by the rules may result in the loss of my space at SWAF and forfeiture of my application fee and liability for damages.

I agree not to sell or give away water or carbonated beverages (either canned or fountain). All staff and volunteers for my booth will understand and obey the rules set forth by SWAF. If a member of the SWAF Committee determines that a product or service in my booth is unacceptable, I will stop selling or producing it. I understand that I am responsible for providing my own power with a quiet generator.

I understand that SWAF, Washington Pavilion Management, Inc., the City of Sioux Falls, Downtown Sioux Falls Inc., all sponsoring organizations and their respective directors, officers, employees, agents and volunteers

(together the "Organizers") are not responsible for any loss or damage to or theft of my property incurred before, during or as a result of the Festival or for injury to me sustained as a result of my participation in SWAF. I release each of the Organizers from any and all claims for loss or damage to my property and for personal injury.

I also agree to assume entire responsibility and liability for damages or injuries to all persons or property resulting from or connected with my products or my participation in SWAF, and I agree to hold harmless and indemnify the Organizers from these claims or actions which a person may have against me or the Organizers, including attorney's fees and costs incurred as a result of such claim or action.

I understand that there are no refunds or rain checks due to inclement weather or other acts of nature. I authorize the Sidewalk Arts Festival staff to use the images submitted by me for promotional material now or in the future, in addition to photos taken during SWAF.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_

## Fees

My enclosed payment includes:

Amount

Non-refundable application fee (required) ..... **\$28**

Food vendor booth fee (required, per booth space) ..... \$325

Lunch (optional - catered by The WP) ..... \$15

Donation to the Washington Pavilion (optional - THANK YOU!) . . . . \$

Vendors who leave garbage after the festival will be fined \$50.

Make checks payable to WPMI - one check is acceptable. If you are not accepted, you will receive a refund check for all but the application fee.

**Total Due: \$** \_\_\_\_\_

## Deadline: May 31, 2024

Return application and appropriate fees to:

Washington Pavilion - SWAF  
301 S. Main Ave.  
Sioux Falls, SD 57104





## Sidewalk Arts Festival

### Saturday, September 7, 2024

Downtown Sioux Falls, South Dakota  
A fundraiser for the Washington Pavilion

#### Art, Food and Entertainment

The Sidewalk Arts Festival is a one-day festival held in historic downtown Sioux Falls. This free event is a fundraiser for the Washington Pavilion, and it features over 250 vendors. There is a large food court, activities for kids, live entertainment and a wonderful variety of vendors. Tens of thousands of shoppers attend each year. Come join the fun!

#### Important Information

Festival Date: Saturday, September 7, 2024

Festival Hours: 9 a.m. – 5 p.m.

Application deadline: May 31, 2024

#### Fees

|  |       |
|--|-------|
| Non-refundable application fee .....                               | \$28  |
| Booth fee (per booth space) .....                                  | \$325 |
| Garbage fine (charged after the festival if garbage is left) ..... | \$50  |
| Late fee (If postmarked after May 19) .....                        | \$50  |

#### Invitation to Exhibit

Vendors will be notified of their acceptance into the festival in mid-July.

#### Booth Space

- Standard booth spaces in the Food Court are 15' by 15'. Please mark your specific booth dimensions on your application.
- Vendors are responsible for their own set-up, display and signage, including any protection from sun, wind and rain.
- Location requests are not guaranteed.
- Wi-Fi is not available.
- The event takes place on a paved surface, which does not allow for anchoring of any supports into the ground. Structures should be built to withstand strong winds and crowds.
- All vendors must occupy only the amount of space they indicate on the application. If you exceed this space, you will be required to purchase another booth, if available. All booth exhibitors must confine doing business to their assigned space. Do not extend your booth display out into the street. Walking concessions or exhibits are also not allowed. The sale, posting or distribution of any merchandise, products, promotional items, printed or written material except from the assigned fixed location is prohibited. Failure to comply will result in immediate forfeiture of all booth/exhibitor privileges without reimbursement.
- Garbage Fine: A \$50 fine will be charged to any vendor who leaves garbage behind following the festival. Failure to comply may prevent vendors from future participation in the festival.

#### City of Sioux Falls Health Department Requirements

In order to participate as a food vendor in the Sidewalk Arts Festival; if operating out of a food truck you must possess a City of Sioux Falls Mobile Vending License or if operating from a booth you must purchase a Temporary Food License. You may also be subject to an on-site inspection of your food and/or food preparation area by a representative of the City. If you are not present at the time of inspection, you will not be able to serve food and will not receive reimbursement. Information and application for a temporary license can be found here:

<https://www.sioxfalls.org/health/public-health/compliance-licensure/food-service>

#### Electricity

Beginning this year, each food vendor will be required to provide their own power source (generator). For the benefit of the Festival attendees, we ask that any generator used in the food court area be of the "whisper quiet" design, or that some type of sound dampening device be utilized in an effort to curtail the amount of noise caused by some generators.

#### Rules

The following policies and regulations have been established by the Sidewalk Arts Festival to ensure quality and integrity of process, presentation and patron experience:

1. List all items you will be selling on the application – you may be juried in for select items only. The Washington Pavilion sells bottled pop, sports drinks and water as a fundraiser. Therefore, **you may not sell carbonated beverages, sports drinks or bottled water.** No exceptions. You may, however, sell other non-alcoholic beverages. (i.e. lemonade, iced tea, coffee)
2. Exhibitors are responsible for proper insurance of their products and display. By signing this application, you agree that neither the Sidewalk Arts Festival, the Washington Pavilion, the City of Sioux Falls, nor Downtown Sioux Falls Inc. will be responsible for damage or injuries to or resulting from your products, or display.
3. By signing this application you certify that:
  - (i) your products do not violate the copyright, trademark rights or other rights of any party, and
  - (ii) you have all licenses or permissions necessary to make and sell your menu items in the city of Sioux Falls
4. All booths must be accessible, professional, clean, and safe for customers.
5. No displays may be set outside front of booth or in walkway.
6. All vendors are expected to comply with all regulations. The Sidewalk Arts Festival reserves the right and responsibility to ensure compliance of all regulations. Failure to comply and cooperate with Festival officials will result in the exhibitor's removal from the show with no refund, and the exhibitor's right to exhibit in future shows may be refused.

#### Sales Tax

Each vendor is responsible for collecting and paying South Dakota sales tax (**9% for food vendors** at this event). Tax forms will be included in your welcome packet. It is the responsibility of each artist to return payment to the South Dakota Department of Revenue and Regulation.

#### Cancellation/Refund Policy

All cancellations must be made on or before August 9, 2024. Any accepted food vendor who cancels from the show prior to August 9 will be entitled to a refund, less a \$50 processing fee.

Thank you for your interest in the 2024 Sidewalk Arts Festival. We look forward to reviewing your application!

#### Contact Information

Phone 605-731-2377

Email [SidewalkArts@WashingtonPavilion.org](mailto:SidewalkArts@WashingtonPavilion.org)

[WashingtonPavilion.org/SWAF](https://WashingtonPavilion.org/SWAF)

Washington Pavilion – SWAF

301 S. Main Ave.

Sioux Falls, SD 57104