



Food Vendor Application

Saturday, September 7, 2019
Downtown Sioux Falls, SD

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/artist _____

Contact Information

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

Who will be present in your booth(s) at the festival? (for nametag purposes)

Business _____

Address _____

City _____ State _____ Zip _____

Phone _____

Email _____

Website _____

Menu/Sales Items _____

Featured/Top Menu Item(s)

1. _____ 2. _____ 3. _____

Price range of your products _____

Booth dimensions in feet* (Length) _____ x (Width) _____
*if applicable, please include trailer hitch in length.

Does your booth require electricity?

- Yes (and I will bring a 100 ft extension cord and pay the appropriate electricity fee)
 - 110 volt 15 amp \$45
 - 110 volt 50 amp \$150
 - 220 volt \$150
- No

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

I am applying to be an exhibitor in the 2019 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 I will be allotted the amount of electricity I've indicated on this application.

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)	\$25 _____
Food vendor booth fee (required, per booth space)	\$325 _____
Electricity fee (if applicable)	\$ _____
Lunch (optional – catered by Leonardo's Cafe)	\$12 _____
Donation to the Visual Arts Center (optional - THANK YOU!)	\$ _____
If postmarked after May 20, applicants will be charged a \$50 late fee.	\$ _____
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 20, 2019**

Return application and appropriate fees to:
Washington Pavilion – SWAF
301 S. Main Ave.
Sioux Falls, SD 57104





Sidewalk Arts Festival

Sat., Sept. 7, 2019 | Downtown Sioux Falls, SD
A fundraiser for the Washington Pavilion's Visual Arts Center

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 Visual Arts Center of the Washington Pavilion, and it features over 250 vendors from 15 states. The Sidewalk Arts Festival has a large food court, activities for kids, live entertainment, and a wonderful variety of vendors. Over 40,000 shoppers attend each year. Come join the fun!

Important Information

Festival Date: Sat., Sept. 7, 2019
Festival Hours: 9 a.m. – 5 p.m.
Application deadline: May 20, 2019

Fees

Non-refundable application fee	\$25
Booth fee (per booth space).	\$325
Garbage fine (charged after the festival if garbage is left) . .	\$50
Electricity fee	
110 volts 15 amps	\$45
110 volts 50 amps	\$150
220 volts	\$150
Late fee	\$50
(If postmarked after May 20)	

Invitation to Exhibit

Vendors will be notified of their acceptance into SWAF in early 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, you must obtain a Temporary Food Service License required by the Sioux Falls Health Department (for an additional fee). This information will be sent to you upon acceptance into SWAF. You may also be subject to an on-site inspection of your food and/or food preparation area by a representative of the City.

Electricity

Electricity is available on a first-come, first-served basis and is limited. Electricity must be ordered in advance and is \$45 per 110 volts 15 amps, \$150 per 110 volts 50 amps, and \$150 per 220 volts (limited number available). Please include the appropriate fee with your application.

The Sidewalk Arts Festival will be using generators to provide power to the food court area. The generators will be centrally located, so we advise that you bring at least a 100-foot power cord. The cord should have ample load-carrying capacity to operate your booth and must have a grounding pin at both ends. You may not use your own generator.

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

2. 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
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 mailed prior to the festival. 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, 2019. Any accepted artist 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 2019 Sidewalk Arts Festival. We look forward to reviewing your application!

Contact Information

Kaia Hedrick, Special Projects Coordinator
Phone 605.367.7397 x 2348
Fax 605.367.7399
Email sidewalkarts@washingtonpavilion.org
washingtonpavilion.org/swaf

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

