Vendor Guidelines For Feast of the Seven Fishes and Holiday Homecoming

Please note: Due to the large crowds expected, we are expanding our Food Truck Vendor available spots up Adams to the Veteran’s Plaza parking lot and the parking lot adjacent to the parking garage for the adjoining festival to the Feast of the Seven Fishes called the Holiday Homecoming. We will have spots for ten additional food trucks (and food vendors). These vendors will not have to serve Italian Street Market Foods. The times for this offering are 3-7pm with set up at 2:30 pm. (The Feast is from 11 am-5pm). The parade foot traffic alone should provide for a great number of customers. Please let us know if you have any questions at 304-366-0468 or info@mainstreetfairmont.org. The rules and application for the Feast is below. The rules and application for the Homecoming is below that. Thank you! This should be amazing!

Feast of the Seven Fishes Vendors

Thank you for joining us for the 13th Annual Feast of the Seven Fishes Festival. Last year’s festival was a great success due in no small part to the quality and variety of our vendors. This year is promising to be even better! In preparation for this year’s event, please consider the following:

1. SCHEDULE: By signing this agreement, vendors acknowledge that they are expected to be set up and ready to sell by 10:30am on Saturday, December 14th, 2019. All booths must have on-site representation 11am to 7pm on Saturday, December 14, 2019.

2. WHAT MAY BE SOLD: Vending at The Feast of the Seven Fishes is restricted to those engaged in the production/manufacture/trade of accepted products or services. All items for sale must be made by hand and not mass-produced. Buying products from another producer or wholesaler and re-selling them at the market is only permitted in the case of hand-made or fair trade products. Non-profit organizations that wish to raise awareness for an event or project will also be considered but must provide handcrafted items for sale. As The Feast promotes a family-friendly environment, all goods displayed should be suitable for viewing by all ages.

**PLEASE NOTE:** The Feast Vendor Committee will screen all applicants for relevance. Food vendors are to provide creative and compelling authentic Italian food items to preserve the authenticity of this event. Artisans and crafters should represent products that have been handcrafted, have connection to Italian heritage, and/or are appropriate for holiday shopping. Primary factors considered for acceptance are variety and appeal of product, previous years’ participation, and timeliness of application return. The screening process, the best interest of the Feast, and the date of application will be determinants of booth location. This application DOES NOT guarantee a space. All vendors will receive a notice of acceptance or rejection.

3. FOOD VENDORS: ALL FOOD Vendors are required by the Health Department to have a permit and business license. Food vendors requiring access to water will be assigned spots on the south side of Monroe Street where water is available. Main Street Fairmont has worked with Health Department officials to include, without penalty, items baked in off-site, non-commercial facilities. PLEASE MAKE SURE YOU HAVE ALL NECESSARY PERMITS FROM THE HEALTH DEPARTMENT. Please call the Health Department at 304-366-3360 with additional questions.
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4. BOOTH SPECIFICATIONS: a) Each vendor space is 10x10; b) vendors will be responsible for providing their own tent or other cover; c) vendors are responsible to provide, if needed, a portable propane heater and extension cords. Tents with sides are recommended.

5. SIGNAGE: PLEASE PROVIDE SIGNAGE FOR YOUR BOOTH so attendees recognize who you are and what you are selling.

6. VENDOR FEES: Vendor admission fee is quoted per space for the 2019 Festival: $100 for established businesses, $50 for individuals/, and $25 for nonprofit organizations. Fee is due upon approval of application. Please make checks payable to Main Street Fairmont.

Main Street Fairmont 301 Adams Street Suite 550-C Fairmont, WV 26554 Contact Info@mainstreetfairmont.org for more information.
Vendor Guidelines For Feast of the Seven Fishes and Holiday Homecoming

Vendor Application

Name (First & Last)

Name of Business (if applicable)

Email Address

Telephone Number

Street Address

City State Zip Code

Website (if applicable)

VENDOR AND PRODUCT N What goods and/or services do you intend to offer if approved?

Do you make this product yourself?

Have you included at least three (3) photos of each type of product/good you intend to sell? Photos may be emailed to info@mainstreetfairemont.org YES NO

Can you perform a live demonstration of your craft at the market? YES NO

Will you need access to electricity?

Will you need access to water?

1. We understand that we must be set-up and ready to sell by 10:30AM on Saturday, December 14th

2. We understand that our booth must have on-site representation 11am to 5pm on Saturday, December 14th, 2019. Those in Gatherings will need to be in place until 4pm.

3. We understand that our fee gives us one 10x10 space with electricity (upon request). We will need approximately a 100 foot service cord of our own.

4. We understand that Main Street Fairmont is not liable for any accidents caused by our people and/or equipment and we agree to hold Main Street Fairmont safe from any losses, judgments, damages, etc., occurring as a result thereof.

5. We will only use propane heaters. Electric heaters cause our electricity to short out, making everyone crazy. If you are found using an electric heater, you will be asked to leave immediately.

6. We agree to present Main Street Fairmont with a copy of our licenses and/or permits from the City of Fairmont before or on the day we set up.
7. We agree to contact the Marion County Health Department for regulations regarding food handling (if providing ANY FOOD at the Festival).

8. If our organization in any way breaks the rules of Main Street Fairmont, Main Street Fairmont has the authority to ask us to leave.

Vendor Signature Date
Thank you for joining us for the kick off for the 200 year birthday celebration of Fairmont, WV; The Holiday Homecoming. This portion of the festivities will happen up and down Adams Street and surround the parade. Some vendors and food trucks are not suitable for the Italian Street Market and we wanted to have great participation, including all. The parade and Homecoming crowd should provide a very steady stream of clients. The spots for Food Trucks will be in the Veteran Plaza parking lot and the lot adjacent to the parking garage. We anticipate having openings for ten food trucks but you must provide your own electrical generator and water. The spots will be will be assigned by our Vendor Manager upon approval of application.

1. SCHEDULE: By signing this agreement, vendors acknowledge that they are expected to be set up and ready to sell by 2:30 pm on Saturday, December 14th, 2019. All booths must have on-site representation 3-7 pm on Saturday, December 14, 2019.

2. WHAT MAY BE SOLD: Food trucks may sell whatever they wish to sell and that they are licensed for. As The Feast promotes a family-friendly environment, all goods displayed should be suitable for viewing by all ages. This application DOES NOT guarantee a space. All vendors will receive a notice of acceptance or rejection.

3. ALL FOOD Vendors are required by the Health Department to have a permit and business license. Food vendors requiring access to water will be assigned spots on the south side of Monroe Street where water is available. Main Street Fairmont has worked with Health Department officials to include, without penalty, items baked in off-site, non-commercial facilities. PLEASE MAKE SURE YOU HAVE ALL NECESSARY PERMITS FROM THE HEALTH DEPARTMENT. Please call the Health Department at 304-366-3360 with additional questions.

4. BOOTH SPECIFICATIONS: standard food truck space is allocated. Please speak with the Vendor Manager for any specific needs. Tents with sides are recommended.

5. SIGNAGE: PLEASE PROVIDE SIGNAGE FOR YOUR BOOTH so attendees recognize who you are and what you are selling.

6. VENDOR FEES: Vendor admission fee is quoted per space for the 2019 Festival is $100. Fee is due upon approval of application. If your truck or set up uses a larger area than a single food truck does, please call to find out if we can accommodate you. Additional fees might be assessed. Please make checks payable to Main Street Fairmont.

Main Street Fairmont 301 Adams Street Suite 550-C Fairmont, WV 26554
Contact Info@mainstreetfairmont.org for more information.
Vendor Guidelines For Feast of the Seven Fishes and Holiday Homecoming

Vendor Application Holiday Homecoming

Name (First & Last)
Name of Business (if applicable)
Email Address
Telephone Number
Street Address
City State Zip Code
Website (if applicable)

VENDOR AND PRODUCT What goods and/or services do you intend to offer if approved?

Can you perform a live demonstration of your craft at the market? YES NO

1. We understand that we must be set-up and ready to sell by 2:30 pm on Saturday, December 14th

2. We understand that our booth must have on-site representation 3-7 pm on Saturday, December 14th, 2019.

3. We understand that our fee gives us one space as allotted by the Vendor Manager.

4. We understand that Main Street Fairmont is not liable for any accidents caused by our people and/or equipment and we agree to hold Main Street Fairmont safe from any losses, judgments, damages, etc., occurring as a result thereof.

5. We will only use propane heaters.

6. We agree to present Main Street Fairmont with a copy of our licenses and/or permits from the City of Fairmont before or on the day we set up.

7. We agree to contact the Marion County Health Department for regulations regarding food handling (if providing ANY FOOD at the Festival).

8. If our business in any way breaks the rules of Main Street Fairmont, Main Street Fairmont has the authority to ask us to leave.

Vendor Signature Date