

2010  
**FOOD VENDOR**  
**Application and Agreement**

If you have any questions please contact Pat Parnow by phone  
at (612) 721-2535 ext. 27 or e-mail at [PParnow@aol.com](mailto:PParnow@aol.com)



**IN THE HEART OF THE BEAST  
PUPPET AND MASK THEATRE**

*1500 East Lake Street, Minneapolis, Minnesota 55407*

## IN THE HEART OF THE BEAST PUPPET AND MASK THEATRE

**W**e are currently taking applications for food vending at our 36th annual MayDay Parade and Festival. The date of this year's festival is Sunday, May 2. Please fill out the application and agreement on the next pages and return to HOBT. Vendors may request more than one booth space. Vendors will be selected based on type of product sold (to ensure diversity of product) and vendor participation in previous MayDay festivals. The final determination of vendors is at the sole discretion of the MayDay Festival Coordinator and HOBT.

In the Heart of the Beast Puppet and Mask Theatre is known for its interest in promoting a sustainable environment; therefore we are taking steps, beginning in 2010, to make the MayDay Parade and Festival a "Zero Waste Event." Our staff will be in touch with each vendor individually to review the new policies that will be in effect this year. It is our long-term goal to eliminate waste and pollution in the manufacture, use, storage and recycling of materials used by our vendors.



### **Please note the following terms and restrictions:**

- 1.) **NEW THIS YEAR** • The sale of beverages in plastic bottles will not be allowed. Paper cups, aluminum cans or glass bottles only.
- 2.) Load in and set-up is between 7-9:30 a.m. This will be the only time that you will be allowed to drive your vehicles into the park.
- 3.) Vendors can load in and out with multiple vehicles but only one vending vehicle or tent will be permitted to stay on site.
- 4.) Oversized vehicles require special provisions. If this includes you, please notify Pat Parnow to schedule an early arrival time. Oversized vehicles will not be able to enter the park once general set-up begins.
- 5.) Electrical service will be provided for this event. Generators will be allowed under approved circumstances only. You must completely fill out the electrical chart on the next page.
- 6.) Only one booth or tent per rented space. Additional spaces must be purchased if vendor wishes to set up more than one booth.
- 7.) Each space is approximately 12' to 15' frontage and must be a distance of 15' back from the walking path.
- 8.) All vendors using LP gas must be in compliance with Minneapolis City Code and applicable fire codes. A city inspector will be present on the day of the event.
- 9.) In the event of bad weather, the park director may call off the event. HOBT will then host the event on the following Sunday, May 9. All vendors may return for the rain date under the same guidelines, but no refund will be given if you're unable to make it.
- 10.) Booth fees are forfeited for all cancellations after April 5.
- 11.) We do not allow any amplified sound created by anyone other than designated musicians and stages.

### **Below items are due to HOBT by April 5.**

- 1.) A signed agreement and application form.
- 2.) One check for booth fee(s) made out to HOBT. See page 5 for cost.
- 3.) A \$200 damage deposit check made out to HOBT. Please note: all cooking oils, cardboard boxes and other vending or cooking debris must be carried out for disposal or recycling. Your damage deposit will be returned to you upon satisfactory clean-up of your site.
- 4.) A copy of your City of Minneapolis Health Department short term food permit ([www.ci.minneapolis.mn.us/environmental-health/index.asp](http://www.ci.minneapolis.mn.us/environmental-health/index.asp)) with a third check made out to Minneapolis Finance Department for the amount of the permit, \$84 or the number of your seasonal permit.
- 5.) A copy of your current public liability insurance policy with In the Heart of the Beast and the Minneapolis

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**“Spectacle of the year!”** — *Minnesota Parent*

**Over a hundred area artists performing puppetry, poetry, music and more with 50,000 attendees.**

# 36TH ANNUAL MAYDAY PARADE AND FESTIVAL – MAY 2, 2010

## VENDOR APPLICATION

**DUE APRIL 5**

**Make TWO checks payable to HOB.T.**

**Return this completed form along with items listed in the check list on right by April 5 to:**

Pat Parnow c/o HOB.T  
 1500 East Lake Street  
 Minneapolis, MN 55407

**CHECK LIST (PLEASE INCLUDE ALL WITH YOUR APPLICATION)**

- SIGNED CONTRACT/APPLICATION FORM
- CHECK FOR BOOTH FEE: A = \$600, B = \$550 OR C = \$500 (Cost includes electrical fees!)
- SECOND CHECK FOR DAMAGE DEPOSIT (\$200)
- NUMBER OF YOUR SEASONAL PERMIT \_\_\_\_\_ **OR**
- A COPY OF HEALTH DEPARTMENT SHORT TERM FOOD PERMIT  
www.ci.minneapolis.mn.us/environmental-health/index.asp  
 And a third check made out to MINNEAPOLIS FINANCE DEPARTMENT (\$84)
- COPY OF CURRENT PUBLIC LIABILITY INSURANCE POLICY WITH IN THE HEART OF THE BEAST THEATRE AND THE MINNEAPOLIS PARK BOARD LISTED AS ADDITIONAL INSUREDS.
- SIGNED FOOD VENDOR AGREEMENT
- MINNESOTA TAX ID # \_\_\_\_\_

VENDOR NAME \_\_\_\_\_ CONTACT PERSON \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ E-MAIL \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

Do you use LP gas:  Yes  No Booth/Tent size: \_\_\_\_\_ ft. frontage size X \_\_\_\_\_ ft. deep

Do you use oil:  Yes  No Number of spaces requested: \_\_\_\_\_

Please list menu items according to type. **(BE SPECIFIC! Each item is individually subject to approval)**

Meat	Poultry	Vegetarian	*Beverage*	Other

**\*The sale of beverages in plastic bottles will not be allowed. Paper cups, aluminum cans or glass bottles only.\***

**Site location:**

Please circle the area in which you wish to vend and fill in your choice for space#. We cannot guarantee your area or space until final determination of vendors is made by festival staff and your fee is paid in full.

Choice #1 – Vending area A B C space # \_\_\_\_\_

**Returning vendors:** If you would like to change locations this year, please email Pat Parnow, PParnow@aol.com with your request to check on availability. **New vendors:** email Pat Parnow to check on availability. Please note that returning vendors get preference on space requests.

**Electrical Requirements:**

Outlet(s) Needed	Volts	Amps	
# _____	120	15	Please keep in mind that 240 volts requires a twist lock receptacle. If this is a problem, or you have any other questions concerning electrical needs, please call Dave at Powderhorn Park (612) 370-4960. Also, each vendor is responsible for their own power strips and extension cords. Each booth should be well within 100 feet of the assigned electrical box.
# _____	120	20	
# _____	240	20	
# _____	240	30	



**FOOD VENDOR AGREEMENT**

**VENDORS MUST AGREE TO THE FOLLOWING TERMS:**

- 1.) Vendors may only sell in the space designated by festival organizers and may only sell items listed in and agreed to in this contract
- 2.) All beverages must be served in paper cups, aluminum cans or glass bottles. No plastic bottles of any kind will be allowed.
- 3.) In the Heart of the Beast (HOB T) will pay for a Minnesota Department of Labor and Industry electrical/generator inspection during set up. Any repairs deemed necessary by the inspector are the food vendor’s responsibility. All equipment must be up to MN state code in order to be used at the festival.
- 4.) Electrical service is provided for this event. Generators will be allowed under approved circumstances only.
- 5.) Vendors must keep their area presentable during the festival and clean up their area completely before leaving at the end of the festival. Special attention must be taken to prevent oil stains, spills or dumping. Failure to comply will result in the loss of the damage deposit. All cooking oils, cardboard boxes and other vending or cooking debris must be carried out for disposal or recycling.
- 6.) Vending vehicles must have plywood or other solid surface under each wheel.
- 7.) Vendors are responsible for compliance with all relevant city and state codes and licenses.
- 8.) Vendors must have a seasonal or short-term Minneapolis health food permit. City of Minneapolis health inspectors will be on site and will ensure that food-dispensing guidelines are followed.
- 9.) Vendors must supply proof of insurance showing In the Heart of the Beast Puppet and Mask Theatre and the Minneapolis Park Board as co-insured.
- 10.) No vehicles will be allowed to remain in the park after 11 a.m. except for the vending vehicle or tent.
- 11.) In the Heart of the Beast assumes no responsibility for any financial loss, theft or injury.
- 12.) Vendors shall fully indemnify and hold harmless In the Heart of the Beast Puppet and Mask Theatre and the Minneapolis Park Board from any actions, suit, claims, payment, costs or damages which may be brought against them arising from participation in the MayDay Parade and Festival.

This document is a contract between the food vendor and In the Heart of the Beast Puppet and Mask Theatre (HOB T). Upon acceptance, this document will serve as a contract between HOB T and the food vendor. All vendors must abide by this contract. Failure to comply with the terms listed above will result in cancellation of your participation in the MayDay Parade and Festival and forfeiture of your damage deposit and booth fee.

\_\_\_\_\_  
**Signature of Food Vendor**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Minnesota Tax ID #**

\_\_\_\_\_  
**Signature of HOB T Food Vendor Coordinator**

\_\_\_\_\_  
**Date**

**Mail completed application and agreement with your payment to:**

Pat Parnow  
In the Heart of the Beast Puppet & Mask Theatre  
1500 East Lake Street, Minneapolis, MN 55407

## VENDING AREA INFORMATION

Each vending area has 12 to 15 feet of frontage and should be located 15 feet back from the walking path that surrounds Powderhorn Lake. Only one booth/trailer/tent per space. A **\$200 damage deposit** is required. Prices reflect proximity to entertainment stages, known traffic patterns during the festival and electrical fees.

**Vending area “A” (1 – 9) Price: \$600**

This area is near the Bandstand and Ceremony site. The Bandstand is a fully amplified stage featuring a wide variety of performances. It also marks the location of our ritual welcoming of spring which is the pivotal event of the day and signifies the start of the festival.

**Vending area “B” (1 – 15) Price: \$550**

This area is next to two performances sites, the Show Stage and Family Stage. The Show Stage plays host to a number of the festivals larger musical acts. The Family Stage, as the name suggests typically features family oriented performances. The ground for “B” 1 to 5 is at a slight grade and not suitable for vendors requiring a level surface.

**Vending area “C” (1 – 12) Price: \$500**

This area is located next to the main walking path and directly across from Information Alley. Information Alley is a collection of 50 to 75 local interest groups offering information on their particular cause.

*Please refer to the map below.*

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