



## **Panoply Food Vendor Guidelines 2019**

Thank you for your interest in being a food vendor at Panoply 2019! Application information is provided below.

### **General Festival Information**

The festival will be held April 26-28, 2019 in Big Spring International Park in downtown Huntsville, Alabama. The hours of the festival are:

#### **Public Hours are:**

- Friday, April 26 from 5:00 p.m. – 9:00 p.m.
- Saturday, April 27 from 10:00 a.m. – 9:00 p.m.
- Sunday, April 21 from 11:00 a.m. – 6:00 p.m.

#### **Food Vendor Fees**

\$1,500 for food vendors requiring power hookup

\$750 for food vendors that do not require power or water hookup

#### **Panoply Food Vendor Timeline**

- January 18, 2019 – Application Deadline. (Late submissions will not be considered)
- Late January/Early February 2019 – Requests for exclusivity bids due
- February 2019 – Accept/waitlist letters will be emailed in February
- March 15, 2019 – Payments and contracts are due

### **Other Information**

- Food vendors must be open and present during festival hours
- If accepted, food vendors will be required a copy of current Certificate of Insurance with \$1,000,000 per occurrence limits of coverage. **Arts Huntsville and Panoply must be listed as an additional insured on the policy**

- If accepted, local vendors must submit copies of current City of Huntsville and State of Alabama business licenses. **Please note:** Vendors from outside of Madison County and Alabama need to obtain applicable licenses, but Vendors will be responsible for all license fees.
- Vendors must comply with all Madison County Health Department regulations for preparation, delivery to site and serving of foods.
- **Fire Prevention:** Food Vendors must abide by current State of Alabama fire prevention guidelines. Be aware that these laws and regulations are amended on a frequent basis and the vendors must abide by the laws and regulations that are in effect at the time of Panoply. Not abiding by these guidelines may result in being shut down by the fire inspector. For further information contact the Bureau of Fire Prevention at (256) 427-5150.
- Panoply is not able to provide power to vendor's storage/supply truck. Vendors are responsible for making other arrangements