



Saturday, October 15, 2022 • 12:00 p.m. – 5:00 p.m. • Corpening Plaza Downtown Winston-Salem

INTERNATIONAL VILLAGE - Food Vendor Application Form

ANSWER ALL INFORMATION REQUESTED—Early Bird Discount Deadline is August 15, 2022

Business Name _____

Contact Name _____

Address _____

City _____ State _____ Zip Code _____

Phone / FAX _____

E-mail Address _____

1. **Food Vendor--\$50 before August 15, 2022.** Fees payable with CHECK or MONEY ORDER, Call to pay with Credit Card

Food Vendor (10x10 Tent)—Only if you are registered as an agricultural food vendor. Please call if you have questions.

Carts (hot dogs, ice cream, Italian Ice)

Trucks/Trailers
Dimensions: Truck _____ /Trailer (Detachable) _____
Licensed in Forsyth County: _____
Most recent Board of Health Grade: _____

NOTE: All vendors may sell **nonalcoholic** beverages in cans or plastic bottles (no glass).

2. Permit (mobile food units/push carts only)

Health Department Permit Number _____ Date of Issuance _____

Name on Permit _____

If you are not already approved by the Dept. of Agriculture or permanently permitted through the Forsyth Co. Health Department, you must also include an additional \$75 non-refundable check payable to the Forsyth County Health Department.

3. Food Preparation

Name of preparation kitchen _____

Address of preparation kitchen _____

If applicable, Health Department Permit Number of kitchen _____ Date of Issuance _____

4. Items to be sold, prices and photos of setup: _____

(Use back of form if needed).

Note: Alcoholic beverages cannot be sold by vendors

Questions 5 – 8 are extremely important, do not leave blank.

5. Do you need access to water?

Yes No

6. Do you need access to electricity?

Yes No

**Note: Electricity is not guaranteed,
You must bring a backup generator.**

7. Voltage requirements:

8. Plug type (2 or 3 prong)

All applications must be received by 5 p.m. on August 15, 2022 for the Early Bird Discount.

Submit the application package to:

Mail to:

City of Winston-Salem
ATTN: Jayme Waldeck
P.O. Box 2511
Winston-Salem, NC 27102
Email: internationalvillage@cityofws.org

Questions?:

Contact Jayme Waldeck
International Village Coordinator
Phone: 336-734-1228
Email: internationalvillage@cityofws.org

APPLICATION PACKAGE:

- Signed application with all requested information answered
- Pictures of set-up or a website address where photos of set-up can be viewed

REQUIREMENTS IF SELECTED:

- Check or money order made payable to the City of Winston-Salem
- Certificate of Liability naming the City of Winston-Salem as additionally insured

I hereby acknowledge that if accepted to participate, I will comply with all rules, regulations and general information of the City of Winston-Salem, that The City reserves the right to immediately evict from the event, without refund, any vendor for inappropriately displaying, broadcasting or selling anything deemed to be disrupting or harmful to the event and that I am responsible to provide my own employees to assist me in running my vendor operations. I agree to release the City of Winston-Salem and any festival representative from any and all liability regarding any theft, damage, loss or claim that results, directly or indirectly, from my participation as a vendor at this event. Further, I agree to indemnify and hold harmless the City of Winston-Salem and any festival representative for any damage, claim or loss, including but not limited to reasonable attorney's fees, resulting, directly or indirectly, from my negligent or intentional acts or omissions. **Specifically, proof of an insurance policy, issued by an insurance company licensed to do business in the state, protecting the permittee and the city from all claims for damages to property and bodily injury, including death, which may arise from operations under or in connection with the permit. Such insurance shall name the city as additional insured and shall provide that the policy shall not terminate or be canceled prior to the expiration date without 30 days' advance written notice to the city. Such insurance shall afford minimum limits of \$100,000.00 per person bodily injury, \$300,000.00 per occurrence bodily injury, and \$25,000.00 per occurrence property damage.**

Signature _____

Food Vendor Rules and Regulations/General Information

Important Dates:

August 15, 2022: Early Bird Discount Application Deadline: Postmarked or delivered by 5 p.m.

October 15, 2022: Event Date

All Vendor Fees are Non-Refundable

Please make check or money orders payable to the *City of Winston-Salem*

Submit the application package and vendor fees to:

Mail to:

City of Winston-Salem
ATTN: Jayme Waldeck
P.O. Box 2511
Winston-Salem, NC 27102
Email: internationalvillage@cityofws.org

Questions?:

Contact Jayme Waldeck
International Village Coordinator
Phone: 336-734-1228
Email: internationalvillage@cityofws.org

*****All Tents MUST have tent weights or vendors will be asked to remove their tents.**

Event Information:

1. International Village will assign a specific space to each vendor. While requests can be made, no vendor will be guaranteed a specific location.
2. Each vendor will be allowed a 10'x10' space.
3. The vendor may not sublet, assign, donate, or trade its assigned space.
4. International Village will take place October 15, 2022 from 12:00 p.m. – 5:00 p.m. and vendor booths must be manned throughout event.
5. All vendors must check-in. Check-in procedures will be detailed at a later date. Check-in is MANDATORY.
6. All booths must be set-up and operational one half hour prior to the start of the event (12:00 p.m.).
7. No vehicles (except for Food Trucks) will be allowed in the event area after 10:30 a.m. until at least one half hour after closing on the day of the event (5:30 p.m.).
8. International Village will proceed rain or shine. Vendors are responsible for their own rain protection. There will be no refunds due to inclement weather.
9. All activities must be conducted in the assigned space ONLY.
10. Vendors will be responsible for the security of their booths.
11. Vendors will be responsible for securing and confirming all Health Department permits. Failure to obtain a food vending permit from the Health Department does not guarantee that the International Village vending fee will be refunded.
12. The participating vendor shall comply with all laws, ordinances, rules and regulations of any lawful authority, agency or governmental unit, including without limitation, any applicable health, fire, and building codes. The vendor agrees to indemnify and hold harmless the City of Winston-Salem, its officers, directors, representatives, employees and agents for any penalties, fines, costs, expenses, or damages from participating exhibitor's failure to comply with such laws.

Please retain this page for your records.