

**2017 Food Vendor Applications & Regulations**  
**Thank you** for your interest in  
Greater Newburyport Chamber of Commerce & Industry 2017 festivals!



**APPLICATION PROCESS - ONLY Greater Newburyport Chamber of Commerce & Industry members in good standing may apply.** Please note: the Festival Committee is mindful of menu item duplication between vendors when reviewing applications. Please complete both Chamber and City Applications.

**APPLICATION & FEES** – Please read and complete BOTH City and Chamber applications and return with ALL required documentation (see City application, gray box) and payment. All paperwork and payments are to be sent directly to the Chamber, any necessary documentation will then be forwarded to the City Health Department.

**PAYMENT** – Payment for festival application can be made with cash, check, VISA, MasterCard, American Express payable to the Newburyport Chamber. Payment for the Board of Health application must be cash or check only, payable to the City of Newburyport. If your application is not accepted, your payment will be returned. Payment will not be returned if a food booth fails the on-site inspection during an event.

**BOOTH PLACEMENT** - Food Vendors will be placed in Market Square (which includes, but is not limited to the bullnose) at the discretion of the Festival Committee. Selling must cease at 5PM for the Spring Fest and Fall Harvest Festival and Booths MUST be broken down by 7PM on Monday, May 29<sup>th</sup>, and Monday, October 9<sup>th</sup>.

**DATES & DEADLINES**

**Newburyport Spring Fest**

Memorial Day Weekend • Sunday & Monday, May 28 & 29 • 10 AM to 5 PM  
Applications, documentation and payment due by May 8, 2017

**Fall Harvest Festival**

Columbus Day Weekend • Sunday & Monday, October 9 & 10 • 10 AM to 5 PM  
Applications, documentation and payment due by September 18, 2017

# 2017 Food Vendor Application

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

• **Description of food to be sold** (only the items listed may be sold) Please be specific, even if you have participated in these festivals before.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

• **What type of food will you be selling?**

- HARD** Food: hamburgers, hot dogs, chowder, chili, chicken, international food, pizza, etc.  
 **SOFT** Food: desserts, ice cream, candy, popcorn, lemonade, fried dough, etc.

• **Which festival would you like to apply for? Please check the appropriate box(es).**

**Spring Fest**  
May 28 & 29

- Soft - \$275.00  
 Hard - \$375.00



**Fall Harvest Festival**  
October 8 & 9

- Soft - \$275.00  
 Hard - \$375.00

Total Payment to Chamber = \$ \_\_\_\_\_

Total Payments to Health Dept = \$ \_\_\_\_\_

*(\$100 per event for health inspection & Security Deposit  
\*if check – please send 2 individual checks)*

By completing this application and remitting payment, the applicant agrees to abide by the regulations of the festivals as set by the Greater Newburyport Chamber of Commerce & Industry of Newburyport, MA. Please note that payment will not be returned if the food booth fails the on-site inspection.

Please also contact: Newburyport Fire Department.

**Payment Options:** Space cannot be held without payment.

CHARGE my VISA/MC/AMEX: \$ \_\_\_\_\_

Account # \_\_\_\_\_ Expiration Date \_\_\_\_\_ V-Code \_\_\_\_\_

Billing address (include zip code) \_\_\_\_\_

Authorized Signature \_\_\_\_\_

2. Check enclosed for \$ \_\_\_\_\_ Make payable to the Greater Newburyport Chamber of Commerce.

3. Check(s) enclosed for \$100 (per event) & security deposit payment made out to the **City of Newburyport**.

**APPLICATION DEADLINES:** Spring Fest: May 8th, Fall Harvest Festival: September 18th

Chamber Application, Contact: Janet Cena • [events@newburyportchamber.org](mailto:events@newburyportchamber.org) • 978-462-6680

City Application Questions, Contact: Frank Giacalone • [fgiacalone@cityofnewburyport.com](mailto:fgiacalone@cityofnewburyport.com) • 978-465-4410