

Charlottesville Festival of Cultures
May 9, 2009, 10am – 4pm
in Lee Park, downtown Charlottesville

Food Vendor Information Sheet

The Charlottesville Festival of Cultures is organized by the Charlottesville City Schools Adult Education Program. The Festival is a celebration of the cultural and linguistic diversity in our community. It also serves to showcase and promote locally owned and operated diverse businesses. For more information or to submit a request to vend, contact:

Heidi Gordon, Festival Co-coordinator
Charlottesville Adult Learning Center
935-A Second Street, SE
Charlottesville, VA 22902

Office Phone: (434) 245-2817 Fax: 245-2601
Cell Phone: (434) 953-5624
Email: swaleview@worldnet.att.net

Vendor Responsibilities and Requirements

- Vendors must comply with all Health Department regulations.*
- Vendors must submit to the Health Dept. an Application for Temporary Restaurant Permit by April 20th.
- Vendor fee: \$25, payable to Charlottesville City Schools.
- It is expected that Vendors will charge reasonable costs to their food items.
- Set up: Vendors may set up after 6am and must be ready for inspection by the health department at 9am. Vendors will be located in Lee Park by the corner of Jefferson and 2nd streets.
- Break down: Festival ends at 4pm. Vendors must be out of the Park by 6pm.

Festival Responsibilities

- Festival will provide a hand-washing facility, a means of wastewater disposal, and trash cans.
- Festival will have a “Show and Sale License”, making this a tax-free event.

NOTE: The Festival can host a limited number of food vendors. We will accept requests on a first come-first serve basis. A \$25 vendor fee is required to reserve a space; this helps defray costs of the Festival.

* Markets/stores selling packaged food items (rather than preparing food for immediate consumption) do not have to go through the Health Department.