

# The 51st Annual 2017 Independence Day Parade

Tuesday, July 4th 10am-12pm  
Historic Old Town Fairfax, VA



## Food Vendor Application

**Application Deadline: March 16, 2017**

**Concession Areas Available:** Approximate size of vendor space is 10' x 12' for major food vendor and 18' x 20' for food trucks. No electricity is available. Sound Insulated Generators must be provided by vendor.

The parade route is located in historic Old Town Fairfax. Vendor spaces are available at street corners and parking lots throughout the parade route. Set up begins at 8am and breakdown begins at 12:30pm. The parade operates from 10am-12pm. Vendor will have approximately 30 minutes to exit the parade route.

**Description of Concession Categories:**

- 1) Major Food Vendor or Food Truck – i.e., includes items an individual would purchase for lunch or dinner
- 2) Minor Food Vendor – Snacks and Desserts –i.e., ice cream, cotton candy, kettle corn, funnel cakes, fruit drinks, etc.

**Guidelines to participate:** Each vendor/organization interested in selling any food, beverages, snacks or dessert must submit a proposal. Applicant must adhere to licensing and guidelines from City of Fairfax Commissioner of Revenue, Fairfax County Health Department, and City of Fairfax Code Enforcement.

Please submit the criteria information requested below, four photos of your trailer or tent, and two references if you have not been a vendor in the parade before. **Deadline for submitting proposal is March 16, 2016.** Please do not send money with the application. You will be informed of your status in May. Payment will be required after notification of acceptance and prior to event. Approved City of Fairfax Service Organizations are exempt from paying a fee.

**Pricing Guidelines:**

- 1) Major Food or Food Truck-\$150 per space
- 2) Minor Food-\$100 per space

**PROPOSAL**

- 1. Number of Spaces Requested \_\_\_\_\_ **Size of Trailer/Truck/Stand** \_\_\_\_\_
- 2. Please list the type of food, drink, snack, dessert and/or novelty item and information to be sold or distributed and price of each item – **MENU LISTING MUST BE PROVIDED!**
- 3. Will you be willing to take the Staff Coupons at the event? Yes \_\_\_\_\_ No \_\_\_\_\_ (The City will reimburse you for coupons)
- 4. **For returning vendors:** I would like to request my 2016 space: Yes \_\_\_\_\_ No \_\_\_\_\_

**VENDOR INFORMATION (All fields are required)**

Business Name: \_\_\_\_\_

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

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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

**WAIVER:** The vendor shall at all times save, relieve, indemnify, protect and keep harmless the City of Fairfax, all of its officers, agents and employees from any and all claims and liability, from all damages, cost or expenses in law or equity (including costs of suits and expenses for legal services) that may at any time arise or be set up because of damage to property or death or injury to persons received or suffered by reason of the operations of lessee hereunder, or which may be occasioned by any act or omission to act which amounts to negligence on the part of said vendor or its agents or employees which results in a dangerous or defective condition of the property.

**SIGNATURE:** \_\_\_\_\_

**Please return to:** City of Fairfax Parks & Recreation Attn: Special Events  
10455 Armstrong Street, Fairfax, VA 22030  
Fax#: 703.246.6321 or Email: katherine.maccammon@fairfaxva.gov

**QUESTIONS:**

Contact Katherine MacCammon at  
703.385.1710 or via e-mail:  
katherine.maccammon@fairfaxva.gov