

Spartanburg Juneteenth

Our History

Mama's Kitchen Food Court Application

Sat, June 18, 2022
Barnet Park ~ 11 - 7pm

Dear Food and Beverage Participants:

Join the City of Spartanburg for this unique and educational event as we celebrate the African American experience since the end of slavery in 1865. Expect food, fellowship and the opportunity to learn via inspirational performances and more!

This event will attract people of all ages, cultures and backgrounds from across the Upstate of South Carolina, North Carolina and Georgia alike. These visitors will come to learn from and be inspired by cultural artists, inspirational dance, songs and other mediums used to highlight a brighter future for African Americans and all people.

About Juneteenth: Juneteenth is the oldest known celebration commemorating the end of slavery in the United States. This event will educate the Spartanburg community about African American history and celebrate the incredible achievement of a people who have shed the bonds of slavery and progressed to the greatest halls of power all within the span of 152 years. Through educational exhibits and inspiring artists, along with food and fellowship, this event will provide a platform to celebrate a rich history while teaching and inspiring the entire community to continue to strive forward for an even brighter future.

If you have questions or need additional information, please don't hesitate to give us a call. We can be reached by telephone at 864.562.4195 or via email at ahunter@cityofspartanburg.org (Aundi Hunter). Thank you for your interest in Juneteenth. We look forward to receiving your application.



Important Dates:

May 1:

Application due

June 1:

Space assignments, maps, unloading pass distributed

June 18:

Juneteenth Celebration

Email Application to:

ahunter@cityofspartanburg.org

or Mail Application to:

City of Spartanburg,
ATTN: Special Events

PO Box 1749
Spartanburg, SC 29304

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Saturday, June 18, 2022

Contact Person: _____

Business Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Social Media Handle(s): _____

I am a Non-Profit Food Vendor Booth Fee is 18% of sales

I am a Commercial Food Vendor (all restaurants or professionals)
Booth Fee is 25% of sales.

A 10 x 10 "professional grade" tent, 2 tables, & 2 chairs will be provided to all food vendors. **(No personal tents or trailers allowed)**

Do You Need
Electricity?

- Yes
 No

If Yes, complete
electrical sheet in detail

Juneteenth Security Deposit

All food vendors must pay a \$50 refundable Security Deposit upon acceptance into the Juneteenth Celebration. Juneteenth staff will contact accepted vendors to collect this refundable deposit June 1st.

I will participate Saturday, June 18, 2022

The undersigned agrees that if accepted to participate, they will comply with all policies, procedures and regulations included with this application, and agree to be bound by and comply with all those documents. The undersigned also understands that if any of the event policies are violated that they will forfeit their festival security deposit. The undersigned understands that International Festival staff and executive volunteers are responsible for making final decisions with regard to the event operations and agrees to abide by their decisions. It is further agreed that the undersigned releases the City of Spartanburg, International Festival, and any agents or representatives of these groups from any responsibility for theft, damage or loss.

Print Name

Signature

SC Tax ID Number (If applicable)

Date

Menu for Juneteenth

List below menu items that you would like to serve at the festival. Please know that the festival has the right to limit the number of similar items served. (If you list an identical item that someone else is serving, we might ask you to serve something else instead.)

Proposed Menu Items

1. _____
2. _____
3. _____
4. _____
6. _____
7. _____
8. _____

*** please note which of the above is sample size.**

Note: The City of Spartanburg is the sole provider of soft drinks, water, & beer/wine. All Food Vendors CAN SELL any other type of drink such as tea, punch, coffee, lemonade, etc.



Electrical Needs Worksheet for Juneteenth

Food Booth Name: _____

Juneteenth makes arrangements for electricity based on the needs of individual vendors. For this reason, **please complete this form very carefully.** We will only be prepared to handle the voltage and amperage you have indicated on this form.

1. Please list the types of electrical items you will be using (i.e. warmer, crock-pot, etc.) **8 ITEM LIMIT**
2. Look at the nameplate rating located on the back of each piece of equipment that you will be using at the festival to determine the wattage and amperage. **We must have your correct voltage, amperage and wattage specifications.**
3. All service must be converted to amps. *If the amperage is not included on your equipment, the **formula- watts divided by volts** should be used in order to get the correct amperage.

Example:	1 Crock-Pot	250 watts ÷ 120 volts = 2.083 amps
	1 Refrigerator	725 watts ÷ 120 volts = 6 amps

Electrical Needs List

All food vendors get 4 plugs for FREE.

Each additional plug, over 4 plugs, will be a \$15 charge.

NO POWER STRIPS



Item	Electrical Equipment	Watts	Volts	Amps	Fee
1					Free
2					Free
3					Free
4					Free
5					\$15
6					\$15
7					\$15
8					\$15

Total : \$ _____

*Total amount due subject to change after Electrician review
*Fee will be deducted from your food sales

Juneteenth Policies & Procedures

- Juneteenth has a Festival Security Deposit in the amount of \$50. Participants will receive this deposit back in its entirety as long as all festival rules and regulations have been followed. Any concessionaire who violates any of the festival rules or the instructions of Juneteenth staff will forfeit this deposit. Examples of violations include: not showing up for the festival; disposing of grease improperly; leaving trash/cardboard behind in booth; closing and/or leaving during festival hours, etc.
- All Commercial (professional) food vendors must submit a current certificate of insuring covering the date of June 18, 2022 naming the "City of Spartanburg" as additional insured and a certificate holder with liability coverage of \$1,000,000.
- Percentage Payment: Please cut a check payable to the City of Spartanburg for your percentage of sells by June 30, 2022.
- Sale of Beverages: **Food vendors CANNOT sell soft drinks or bottled water.** Vendors may sell tea, lemonade, punch, coffee or other drinks such as coconut milk, juice, etc.
- Sale of Alcoholic Beverages: Due to liability issues, the City of Spartanburg is the only entity permitted to sell alcoholic beverages at the festival.
- Juneteenth is a **rain or shine event**. If inclement weather becomes too severe, the Juneteenth Committee will be responsible for making the final determination on the continuance
- Taxes: Vendors are responsible for complying with all local and state tax regulations. All professional Food and Beverage vendors are required to pay the City of Spartanburg's local 2% Hospitality Tax on gross proceeds from the event. This form will be provided to you. If as a non-profit group you are not required to pay Sales Tax, you do not have to pay the Hospitality Tax. The City of Spartanburg does not require Juneteenth vendors to purchase a Business License (the fee you pay to participate in the festival is in lieu of a Business License.)
- Participants must be ready for operation no later than 1 hour prior to festival starting time and continue in operation during all festival operating hours. All vehicles must be out of the festival area by 10am - one hour prior to festival opening. There will be no vehicles inside festival area during festival hours.
- A fire extinguisher will be provided to each "non-professional" food vendor and must be returned at the end of the festival. Failure to return the extinguisher will result in a charge to the vendor of \$75, which will be deducted from that vendor's sales. If the extinguisher has been discharged in a non-emergency manner, there will be a \$15 recharge fee. Commercial food vendors must bring their own fire extinguisher.
- Vendors are responsible for providing all electrical cords (minimum 100 ft.) to reach power source. These cords must be rated for outdoor use.
- Juneteenth provides security and police coverage. However, Juneteenth and the City of Spartanburg will NOT be responsible for losses of any kind, whether by fire, from theft, physical violence, elements of nature or any other cause, however originating.
- All loose trash must be disposed of properly in garbage carts provided. At the end of the day, vendors should roll the garbage cart to front of the space for pick-up. All cardboard should be broken down. Juneteenth provides grease and gray water disposal on site. All grease and gray water must be disposed of in these designated containers. Vendors may not leave anything in their space for another vendor to pick-up.
- The participating vendor shall comply with all laws, ordinances, rules, and regulations of any lawful authority, agency, or governmental unit which apply to the use of its vending unit requirements, including without limitation of any applicable fire and building code of the City of Spartanburg. The vendor agrees to indemnify and hold harmless Juneteenth, The City of Spartanburg, its officers, directors, representatives, employees and agents for any penalties, fines, costs, expenses, or damages from participating vendor's failure to comply with such law.
- The City Inspections Office & SC Health Department will conduct a safety and sanitation inspection of food vendors prior to opening of the festival. Vendors must have proper measures in place or you will not be allowed to operate.