



Dear Food Vendor,

Main Street Chanute is proud to announce the date of our 55th Artist Alley Festival. The 2024 Artist Alley Festival will be held on September 28, 2024. **Our festival hours will again be from 9 a.m. to 4 p.m.** We welcome your application for this long-standing, successful event.

Enclosed is the application to be completed by each food vendor for consideration in our festival. Pictures of your trailer/booth are welcomed and encouraged! **We also require a copy of your health license, menu, and tax ID number (unless you are not required by the State to have a tax ID number).** **PLEASE NOTE THE EARLY REGISTRATION DATE AND FEE SCHEDULE.**

A complete menu with prices is to be included with the application, and you must be willing to delete some menu items in order to be included. We are seeking a variety of food vendors and will limit the number of "like" vendors. For example: multiple snow cone vendors, etc. Vendors will be evaluated on a first come, first served basis. With the limited number of spaces, it is very competitive, and not all vendors that apply will be approved. All decisions made by the committee are final, and being guaranteed inclusion because of previous acceptance, is not guaranteed. It is to your benefit to provide as much information as possible; i.e., menu, trailer layout, complete application, pictures, etc., which impacts your acceptance. No applications will be considered without payment.

EARLY Full Line Food Vendor Fee is \$175.00 (MUST be received in the Main Street office by 6/30/23). Full-Line Food Vendor Fee after early registration date is \$200.00 and **EARLY** Single Item Food Vendor (ie. roasted nuts only or snowcones only) fee is \$100.00 (MUST be received in the Main Street office by 6/30/23). Single Item Food Vendor fee after early registration date is \$120.00. Non-profit food vendor fee is \$60.00. Electricity is included with vendor booth fee. If a supply trailer is required, there will be an extra charge of \$25.00 for electricity.

Thank you for considering our festival! If you have any questions, please call the Main Street office at (620) 431-0056 or email at director@chanutemainstreet.com

Sincerely,

Artist Alley Committee
Main Street Chanute

55th Annual Artist Alley Festival
Saturday, September 28, 2024 - 9 a.m. to 4 p.m.
Food Vendor Application

SPACE NUMBER
ACCEPTED DATE
TIME
INTERNAL USE ONLY PLEASE

Name: _____

Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

BEST Ph: _____ Email: _____

Please attach your menu with prices - You MUST provide copy of your current health license.

_____ Trailer Dimensions (INCLUDING TRAILER TONGUE): Length _____ feet Width: _____ feet)

_____ Supply Truck/Trailer Dimensions: _____ x _____

_____ Free Standing Tent Size: _____ feet by _____ feet

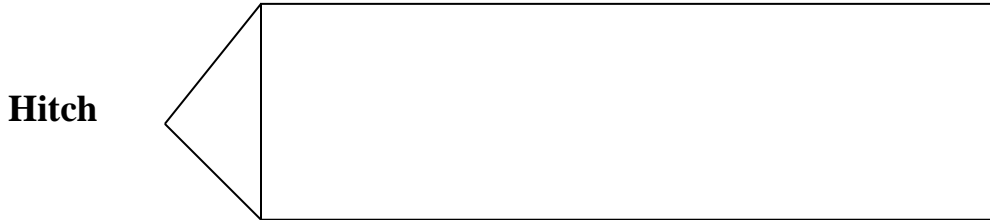
_____ Other (please explain on separate sheet)

***It is VERY important for you to put accurate trailer/serving dimensions for ease of placement and setup!**

PLEASE NOTE:

All food vendors that have trailers will serve from their trailer. Vendor space is allowed only for the trailer. The only exception is for drop down condiment shelves that are permanently attached to the trailer. This means: all food & beverages will be sold from vendor trailer windows. **No "serving" tables will be allowed in the traffic ways.** This information is vital to properly place you within our food area.

On the "trailer" diagram below, please mark the location from where you will serve food:



Electrical requirement: (circle one) 110 volts 220 volts _____ **Number of amps required** _____ My trailer has a generator if needed.
Water – you must provide your own water containers.

Electricity needed for refrigerated inventory/back stock trailer: (circle one) Yes No (\$25.00 extra fee per hook-up for use of electricity)

EARLY Full line Food Vendor space	\$175.00	X \$175.00 = _____
EARLY Single Item Food Vendor Space -	\$100.00	X \$100.00 = _____
Full line Food Vendor Space	\$200.00	X \$200.00 = _____
Single Item Food Vendor Space	\$120.00	X \$120.00 = _____
Food booth by a non-profit Space -	\$60.00	X \$ 60.00 = _____
+ Electricity for supply trailer -	\$25.00	X \$ 25.00 = _____

Total Enclosed \$ _____

*****Early registration deadline is July 1, 2024*** Application Deadline - Friday, Sept 2, 2024*****

By signing below you acknowledge that you have read and fully agree to be bound by the guidelines and rules of this application. Should your application be accepted for the 55th Artist Alley Festival, you will cooperate fully with all guidelines, regulations, and qualifications..

Main Street Chanute, the City of Chanute, or their agents will assume no responsibility for loss or damage to any vendor property.

Signature _____ Date: _____

Send to: Main Street Chanute, P.O.Box 22, Chanute, KS 66720 or email to director@chanutemainstreet.com