

The Catonsville Fall Festival

Food Vendor Application

Presented by the Greater Catonsville Chamber of Commerce, 757 Frederick Road, Suite 102, Catonsville, MD 21228, 443-766-0079,

September 28th 10 a.m. to 7:00 pm
CAA Park 202 Ingleside Avenue, Catonsville, MD 21228

General Rules:

1. The festival will be open from 10:00 a.m. to 7:00 p.m. on Saturday, September 28th, 2024, **Rain Date September 29th**.
2. Spaces will be assigned with due consideration to vendors' specific requests; however, the Chamber of Commerce reserves the right to make final space assignments. Vendors may not permit another vendor or organization to use their space without written authorization from the Fall Festival Committee.
3. Vendors must be set up by 9:00 a.m., the end of the set-up period, or they will not be allowed to participate.
4. Vendors should bring their confirmation on the day of the festival.
5. All vendors must leave the festival area no later than 8:00 p.m.
6. If weather conditions or other physical conditions present a danger to participants, the Chamber maintains the right to cancel the event without refund and reschedule for the following day. If you can't attend the reschedule date, your application will be moved forward to next year.

Special Note: The Greater Catonsville Chamber of Commerce and/or anyone employed by or associated with the Chamber is absolved of all responsibility for the protection of vendors' spaces, contents and vehicles and can't be held liable for any damages.

Setup and Removal of Exhibit:

1. CAA will be closed to the public beginning at 7:00 a.m. the day of the festival, at which time food vendors may begin to set up their booths in the food court area. **Contact the chamber if you wish to park your work vehicle on the lot on Saturday, the day before the festival, in your designated space ONLY.**
2. All vendors must remove their booths/trucks from the venue lot by 8:00 p.m. Vendors must clean up their spaces at the end of the day.

Traffic and Parking: In August, a festival Map will be sent to all vendors.

Sales and Use Tax Regulations:

All vendors required to collect Maryland State Sales Tax must take care of their obligations.

For specific information, please contact:

Maryland Sales & Use Tax Division, Special Events Sections- Room 201
301 West Preston Street, Baltimore, MD 21201, 410-767-1543

Health Department Regulations:

All food vendors are required to contact the Baltimore County Department of Health/Environmental Health Services to secure a permit.

Upon acceptance of your application, you will receive a health department letter, which can be sent to the health department. All temporary event applications need to be sent to the clerical department at (Phone) 410-887-3663, (Fax) 410-887-3392, or in person at 6401 York Road. If you have questions regarding how to obtain a permit, call the office at 410-887-3663 and speak with the inspector on duty, or the clerical staff. All permits must be secured by the day of the festival and vendors must have a copy of the permit with them.

Vendors with annual permits must contact BCDH/EHS prior to the festival, informing them how they plan to operate and what menu items they will be preparing. Vendors with farmer's market permits can only use their permits at farmers markets. **Farmers market vendors will need to acquire a temporary permit for the festival.**

Space Options:

- 10' w x 10'd space, packaged food items** **Cost: \$175**
- 20' w x 10'd space, unlimited menu with vehicle space behind booths** **Cost: \$325**
- Truck space, 30' w x 10'd, unlimited menu with vehicle space behind truck** **Cost: \$425**

Products for Sale

*Please note that the Chamber does not provide any electricity, water, chairs, tables or tents/canopies. The vendor is responsible for bringing all the equipment needed to prepare and serve food.

On the day of the festival, the health department will inspect all food vendors. The health inspector has the authority to close a food vendor if their booth is found to be in violation of any local or state health department requirements. There is no refund if the health department finds the vendor in violation of any rules or regulations. Payment will be invoiced once your application has been accepted by the Committee. The invoice can be paid by credit card, cash or check. Any applications not paid by September 1 will be considered null and void. By signing this form, you have COMPLETED this application and included all necessary items for your application to be processed. You have read and agreed to abide by the rules and regulations of the Catonsville Fall Festival.

Signature and Date: _____

Food Vendor Registration Form

Please complete the form, mail, email or fax to: Catonsville Chamber of Commerce
757 Frederick Road, Suite 102, Catonsville, MD 21228 * chamber@catonsville.org * fax: 410.744.6127

PLEASE PRINT

Name: _____

Restaurant/Caterer Name: _____

Address: _____ City/State/Zip: _____

Business Phone: _____ Cell Phone: _____ email: _____