

SOUTH HAVEN CENTER FOR THE ARTS

600 Phoenix Street, South Haven, MI 49090

Phone 269-637-1041

www.southhavenarts.org • info@southhavenarts.org

Annual South Haven Art Fair

Saturday & Sunday, July 1 & July 2, 2023

Food Vendor Application

Thank you for your interest in the South Haven Art Fair. The South Haven Art Fair is held every summer in the coastal resort town of South Haven and attracts massive Fourth of July crowds to a beautiful wooded Stanley Johnston park, just one block away from Lake Michigan's sandy shores. The show features approximately 120 national and regional artists and artisans. Attendance is expected to be between 10,000 and 40,000. We will prioritize this past year's vendors and Michigan-based vendors in the application process.

Please read carefully. Once you submit your application, we will notify you of your acceptance status within a week.

Fee Deadlines:

We accept food vendor applications on a rolling deadline until all food vendor spaces are filled to reserve your vending spot at the fee you must pay your vendor fee. No fees will be refunded after May 3, 2023.

\$400 Vendor fee deadline: Tuesday, May 3, 2023, no refunds after this date

Booth set up dates: Friday, June 30, 11:00am - 6:00pm & Saturday, July 1, 6:00 – 9:00am

Vending dates: Saturday, July 1, 10:00am - 5:00pm & Sunday, July 2, 10:00am - 4:00pm

All food vendors must have their units in place by 9:00 am, Saturday, July 1. Vendors have the option to set up beginning Friday, June 30 from 11 a.m. -6 pm and set-up will resume Saturday, July 1 at 6am. Overnight security will be provided by the SHCA for added protection of booths. All food vendors must vacate the park by 7:00pm Sunday, July 2, 2023.

All food sales are permitted only on Saturday & Sunday July 1 & 2, the days of the fair. The South Haven Center for the Arts reserves the right to ask a vendor to leave if they are not selling the approved items, if vendor does not pass the health inspection, or if the food vendor is not insured prior to the fair. Vendor will not be issued a refund.

- No camping. City ordinance prohibits camping in public parks or parking lots. The park closes nightly at 10pm.
- All food vendors should be prepared for inspections by the South Haven Area Emergency Services Authority and the Van Buren County Health Department.
- Food vendors are responsible for their own electrical needs that will not overload the park's power sources.
- There will be a designated 'food court' area and a parking area for artist and vendor vehicles.

Please email a list or menu of the items that will be available for purchase at your booth. These items must be approved before acceptance to the fair.

FEES: Your signed contract by Tuesday, May 3, 2023 after you have been notified of acceptance. The fee for participation as a food vendor in the Summer Art Fair is \$400.00 per site and is due by May 3, 2023. Cash can be paid in person at the South Haven Center for the Arts, checks mailed to 600 Phoenix St. South Haven, MI 49090. Please make checks out to The South Haven Center for the Arts. If you would like to pay via credit card, we will send you an invoice.

2023 South Haven Art Fair

Saturday & Sunday, July 1 & 2

Stanley Johnston Park

Food Vendor Application

Please print or type all information

1. Are you licensed by the State of Michigan Health Department as a traveling food vending unit?

yes No

2. If so, what is your license number? _____

3. If not, you will need to obtain a temporary license from the Van Buren County Health Department in Hartford, Michigan (269) 621-3143.

EQUIPMENT

Will you need electricity? _____ Water? _____ Other: _____

Type of electrical hook-up need:: _____

What are the dimensions of the space you require (length and width)? _____

What is the length and height of your unit? _____

(Not to exceed 20 feet in length, per City of South Haven Commission ordinance)

Type of unit: Trailer _____ Truck _____ Other (specify) _____

To avoid competition between our vendors, we ask that you please list all menu items that you will be serving:

BUSINESS INFORMATION

Business & Contact Name: _____

Address: _____

Phone: _____ Cell: _____

E-mail address: _____@_____

If non-profit, what is your FEIN tax exempt number? _____

By signing this contract, I agree that I have read and understood the foregoing Rules and Waivers.

Signed: _____ Date: _____