



2016 Event Food Vendor Application Form

Please complete this form and submit it by **March 7, 2016** if applying for July 4<sup>th</sup> or an earlier event. Applications for all events occurring after July 4<sup>th</sup> must be submitted by **May 1, 2016**. You may submit the form via email or standard mail. You will be notified of your application's status approximately 2 weeks after its due date. If approved an acceptance packet will also be mailed by post, and payment must be submitted within 30 days of approval.

**Applicant Information**

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

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

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

City State Zip

Phone: \_\_\_\_\_

\*List a number that is accessible on nights and weekends in case of an emergency

Facebook Page: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Menu Items**

*(Menus will be limited to 3-4 entrees, 2-3 sides, and beverages)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Set-Up Information**

Dimensions: \_\_\_\_\_ (Frontage) X \_\_\_\_\_ (Depth) TENT TRAILER (please circle)

If Trailer, which side is the service side: DRIVER PASSENGER (please circle)

**Please note our outdoor electrical and water set up!**

Site is equipped with **110V power, 20 Amp source, and VERY LIMITED 50 Amp source**. Water is also located at every other bollard location in the park. Approved vendors are highly encouraged to bring a water key along with a food grade hose to site for all shows. Power and water are both included in space fee. Power sources cannot be guaranteed to be nearby or directly at vendor locations. If approved, vendors will need to bring their own extension cords and power strips. As part of the City of Norfolk’s Health Department Regulations, hand washing stations **MUST** be set up and maintained by **EACH** vendor.

**Past Vendor Experience**

Event Name	Date	Event Contact	Phone	Gross Sales

**Notable Achievements/Relevant Awards Received**

Achievement	Date	Description

**Photographs**

Vendor must submit (5) photographs with this application. These photos **must** include views of:

1. food and/or products
2. all signage
3. booth interior
4. booth front
5. booth rear

These photos must all have been taken **during full operation**. Applications submitted without the required photographs will not be accepted. Please label all photographs with vendor name. These photographs will remain the property of Norfolk Festevents.

Completing and submitting this form and attachments does not constitute authorization to operate a food and/or non-alcoholic beverage concession operation in Town Point Park.

All information contained herein is subject to change without notice.

Return pages 1–3 as soon as possible to:

**Norfolk Festevents**  
**Attn: Stefanie Lamay, Sales Manager**  
**120 West Main Street**  
**Norfolk, VA 23510**

## 2016 Schedule of Events

All Events below are held in Town Point Park

(Please check the box for the event(s) you are interested in)

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- Saturday, May 7 – Sunday, May 8, 2016  
**10<sup>th</sup> Annual Spring Town Point Virginia Wine Festival**  
Theme – upscale, wine sampling  
Ticketed & Everyone is Welcome  
Est. attendance: 10,000
- Saturday, May 21 – Sunday, May 22, 2016  
**15<sup>th</sup> Annual Virginia Beer Festival**  
Theme – Beer sampling  
Ticketed & Everyone is Welcome  
Est. attendance: 8,000
- Friday, June 10 – Sunday, June 12, 2016  
**40<sup>th</sup> Annual Norfolk Harborfest**  
Theme – Fireworks  
Free & Everyone is Welcome  
Est. attendance: 250,000
- Friday, June 24 – Sunday, June 26, 2016  
**27<sup>th</sup> Annual Bayou Boogaloo & Cajun Food Festival**  
Theme – Cajun/Zydeco  
Ticketed & Everyone is Welcome  
Est. attendance: 20,000
- Monday, July 4, 2016  
**34<sup>th</sup> Annual 4th of July Great American Picnic & Fireworks**  
Theme – Fireworks  
Free & Everyone is Welcome  
Est. attendance: 12,000
- Friday, July 15 – Saturday, July 16, 2016  
**34<sup>th</sup> Annual Norfolk Jazz Festival**  
Theme – Jazz music  
Ticketed & Everyone is Welcome  
Est. attendance: 5,000

- Saturday, August 13, 2016  
**16<sup>th</sup> Annual Norfolk Latino Music Festival**  
Theme – Latin Cultural  
Free & Everyone is Welcome  
Est. attendance: 3,000
- Saturday, September 10, 2016  
**8<sup>th</sup> Annual Opera in the Park**  
Theme – Performing Arts  
Free & Everyone is Welcome  
Est. attendance: 5,000
- Saturday, September 17, 2016  
**5<sup>th</sup> Annual ETC Indie Music & Arts Festival**  
Theme – Music & Arts/Crafts  
Free & Everyone is Welcome  
Est. attendance: 8,000
- Saturday, September 24, 2016  
**4<sup>th</sup> Annual Ribtoberfest**  
Theme – Beer sampling, BBQ  
Free & Everyone is Welcome  
Est. attendance: 8,000
- Saturday, October 1, 2016  
**28<sup>th</sup> Annual Virginia Children's Festival**  
Theme – Family  
Ticketed & Everyone is Welcome  
Est. attendance: 15,000
- Saturday, Oct. 15 – Sunday, Oct. 16, 2016  
**28<sup>th</sup> Annual Town Point Virginia Wine Festival**  
Theme – Upscale, wine sampling  
Ticketed & Everyone is Welcome  
Est. attendance 15,000