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### **Vendor Guidelines**

Thank you for your support of the Annual Taste of Black St. Louis. We are excited that you are joining us, and we look forward to seeing you this fall. Below are details for this TOBSTL 2021. The dates are Friday, Saturday & Sunday September 10<sup>th</sup> 11<sup>th</sup> & 12<sup>th</sup>, 2021. The festival location is City Foundry STL located at 3730 Foundry Way St. Louis, MO 63108. Festival hours are Friday 12pm-8pm, Saturday, 11am -10pm & Sunday 11am-7pm

### **BOOTH SET UP**

- Set up is Friday, September 10<sup>th</sup>, 2021 9:00am to 11:00am
- All vendors should enter the City Foundry on S Vandeventer Ave entrance under the overpass
- If you are bringing a food trucks or trailers, we encourage you to arrive on Friday at 8:00am as it will be easier to navigate in the vendor area. Early arrival is only offered to food trucks or trailers.
- Upon check-in, Volunteer Coordinators provide directions to your vendor space. All Booth locations are final. **NO Exceptions**

### **BOOTH REQUIREMENTS**

- This is meant to be a fun and exciting event. Please staff your booth with happy, smiling people!
- We want to ensure that everyone has the best possible experience. Event staff determines booth placement.
- Vendors that require a power source must provide their power source
- Your booth must be neat, attractive, and well-maintained. You must have a professional looking sign. Banners and flags are encouraged. Cloth table covers are required.
- Your booth must be open during the entire festival. You cannot vacate early **NO EXCEPTIONS**.
- You are responsible for setting up, (tents will be provided) maintaining, and removing your own booth, your merchandise, and your trash. Your booth must be removed, and the area cleaned up promptly following the event. No overnight storage will be permitted.
- All vendors must accept both cash and card at their tent. ATMs will be onsite.

### **VENDOR REQUIREMENTS**

- Food booths must comply with local food handling regulations.
- Food booths must have an ABC Fire Extinguisher (Chrome).
- Food booths must have a Health Permit \$50/day permit.

- Food booths using propane excluding Food Trucks must have a Propane permit \$75/day permit
- Food booths must prepare enough food for the FULL DAY last year attendance was 16,000+
- Food booths must **ABSOLUTLY NO ON-SITE DUMPING ONSITE**
- Small refrigerators, ALL PROPANE TANKS, electrical stoves, and grills must be secured.
- All vendors must only sell from their booth space.
- All vendor accepts responsibility for all lost or stolen merchandise and equipment.
- All vendor accepts all responsibility, liability, and costs for any damage to booth, to customers, and to the environment.
  - All vendors are expected to follow the proper tax codes and keep track of their sales and report them accordingly.
    - All vendors must bring own table, chairs, sidewalls, trash can, fire extinguisher, first aid kit, gloves, & tablecloth.
    - A Cleaning Deposit will be fined against ALL vendors whose area is not cleaned.
    - All items MUST fit under the 12' x 12' Tent provide by TOBSTL.

#### **RULES, REGULATIONS AND OTHER DETAILS:**

**All exhibitors/vendors must have their own personal/business LICENSED and insurance to secure against any unforeseen personal injury or loss.** Promoter will not be liable for failure to hold event if failure is caused by any debilitating act of nature. Further, promoter will not be liable and will not refund any payments for any no shows of entertainers advertised to perform but failed to do so. Vendor agrees to hold harmless the Promoter, the Venue, City of St. Louis and sponsors of Taste of Black STL LLC from any and all liability damage or expenses arising out of or in connection with any injury to any person while in the vendor's area, including lost, theft, damage, property or personal injury resulting directly or indirectly from any act of omission of the Vendor, as well as failure to comply with the laws and ordinances of the city.

**\*All FOOD VENDORS (restaurants, catering companies, & specialty) exhibitors/vendors are required to apply for a Health Permit with the City of St. Louis Department of Health Bureau of Environmental Health Services Food & Beverage Control Program, located at 1520 Market St. Room 4051 St. Louis, MO 63103, 314-657-1539. Cost of a health permit is \$50 for the day. If permit is not obtained prior to the Taste of Black STL you will NOT be able to participate, NO REFUNDS WILL BE GIVEN. The health permit cost is not included in any fees associated the with Taste of Black STL registration.**

**\*All FOOD VENDORS (restaurants, catering companies, & specialty) exhibitors/vendors EXCLUDING FOOD TRUCKS, using propane/gas for fuel are required to apply for propane permit with the Fire Prevention Bureau, located at 1421 N. Jefferson St. Louis, MO 63106, Ph;314-289-1900. Cost of a Propane permit is \$75 for the day. If permit is not obtained prior to the event an inspector will be on site, the day of the event examining permits & space if a permit is needed an additional cost will apply. If permit is not obtained prior to the Taste of Black STL you will NOT be able to participate, NO REFUNDS WILL BE GIVEN. The propane permit cost is not included in any fees associated with the Taste of Black STL registration.**

Vendor agrees to pay applicable fees to participate in Taste of Black St. Louis. Promoter will not be held liable for generator failure during event. Promoter reserves the right to dictate which products/brands cannot be sold. Promoter will not be liable for any damage done to product at event. At the time of

registration or no later than September 8th, 2021, vendors must submit the name(s) of every person who will occupy or will be working in the booth space.

All revenue generated by food and merchandise sales at the event is to be kept by the vendors. The festival will take no percentage of sales. **This event will continue rain or shine and will not be cancelled or moved to a rain date. No refunds.** All payments are non-refundable. Should Taste of Black St. Louis be postponed, vendors will be given credit in the next Taste of Black STL LLC event hosted by the promoters.

#### **Vendor Parking**

Vendors will be given one parking pass per application, parking spaces will be assigned.

#### **Tobacco & Alcoholic beverages**

Vendors cannot sell or bring tobacco or alcoholic beverages on event site. If caught with alcoholic or other illegal products, such vendor will be immediately evicted and possibly arrested. Failure to adhere to the rules will result in removal of vendor without refund.

#### **Trademarks/Logos**

The Taste of Black St. Louis, Taste of Black STL LLC and/or artwork, name, or that of any artist performing at The Taste of Black St. Louis. may not be used without written authorization from Taste of Black STL LLC. No merchandise of musical artists performing at The Taste of Black St. Louis can be sold without authorization from Taste of Black STL LLC and the artist.

#### **Soliciting/Distributing**

**Soliciting/distribution of materials or products outside of allotted vendor space is not allowed.**

Vendors are not allowed to move their vendor space. Information and giveaways will only be allowed with written permission from the Taste of Black STL LLC.

#### **Raffles/Give-away**

No vendor may sell raffle tickets or chances for any organizations without written permission from the Taste of Black STL LLC. Any item that is to be given away for promotion must be pre-approved in writing from the Taste of Black STL LLC. Food and/or beverages may not be given away without written permission from the Taste of Black STL LLC.

#### **Security**

Security will be provided for the weekend of the event. **OVERNIGHT INCLUDED**

#### **Firearms/Firearm Replicas**

Not allowed at The Taste of Black St. Louis.

#### **Non-discrimination**

The Taste of Black St. Louis does not discriminate based on race, color, national origin, ethnicity, sex, religion, or disability.

**Thank you again for participating at The Taste of Black STL see you at the Taste !**