



Food Vendor Information

The Jenkintown Festival of the Arts is Sunday, September 19, 2010 from 1:00 to 5:00 PM, Rain or Shine, Jenkintown Town Square (parking lot area). This event is produced by the Jenkintown Community Alliance, a non-profit organization dedicated to the revitalization of Jenkintown.

The Jenkintown Festival of the Arts is our premiere fundraiser and all monies raised from this one-day event are invested back into the community. The local corporate/retail/restaurant community is invited to participate on various levels: booth space, food vending, sponsorships, etc., to support our organization's efforts. **In return, you will be marketing your business to approximately 3,000 visitors to this area's premiere event.** We are delighted to have Montgomery Newspapers sponsoring our event and working with us to promote this event through its publications.

In addition to musicians, this year juried artists will participate in a juried art show, and additional performers have been invited. Approximately 20 premium breweries will be showcasing their products from 1:00 to 5:00 PM in an enclosed area near the Main Stage. Tasting price is \$30. If you are interested in vending (corporate/retail) at The Jenkintown Festival of the Arts, please return the attached sheet with payment to reserve your space.

Important Information:

- **Vendors keep 100% of their sale proceeds.**
- Vendors must be set up by 12:00 PM and may break down at 5:00PM and must be present for the entire event (no early breakdown).
- Vendors are supplied with booth space and (1) table and (2) chairs.
- 10' x 10' tents and additional tables can be rented.
- This is a rain or shine (hot) event, therefore, we **HIGHLY** recommend a tent to all vendors. If you do not have a tent, we can supply one for you for \$150.
- **All food vendors must submit a health form to the JCA office - no exceptions.** The JCA staff will assist new food vendors with application requirements as well as submit a form on your behalf to the Montgomery Health Department.
- No refunds for cancellations after August 15, 2010 - no exceptions.

201 Old York Road • Suite 3B
Jenkintown • PA 19046

ph 215.517.5507
fax 215.517.5066
email jca@jenkintown.net
web www.jenkintown.net



Food Vending Application

Please complete and return payment to reserve your space by August 15, 2010.

Space is limited and cannot be guaranteed after this date.

Corporate Name:

Address:

City, State, Zip:

Contact:

Contact Title:

Phone Number:

Email:

Items at Booth:

- \$200 Standard Vending.** Fee includes booth space with one 8' table and two chairs at event and program listing distributed to more than 20,000 in local newspapers and at our website jenkintownfest.org
- \$150 Discount Vending.** Standard vending as above, discounted for businesses located in the Jenkintown Business Improvement District
- Optional \$150 Tent Set-Up.** Includes set-up of 10' x 10' tent to shade your vending area.
- Optional \$20 Additional Table.** Rental of additional 8' table. Additional tables required #__ x \$20= \$____
- Electricity Needed.** Electricity is extremely limited, if you require power call 215-517-5507 by August 15th and have the required amps at hand.

Signature

Date:

Total Enclosed: \$

Mail this form and your payment by **August 15, 2010** to Jenkintown Community Alliance-201 Old York Road, Suite 3B Jenkintown, PA 19046. No refunds for cancellations will be made after this date. Questions? Call us at 215-517-5507



MONTGOMERY COUNTY HEALTH DEPARTMENT

Norristown Health Center
1430 DeKalb Street, PO Box 311
Norristown, PA 19404-0311
610-278-5117
Fax: 610-278-5167

Pottstown Health Center
364 King Street
Pottstown, PA 19464
610-970-5040
Fax: 610-970-5048

Eastern Court House Annex
102 York Road, Suite 401
Willow Grove, PA 19090
215-784-5415
Fax: 215-784-5524

APPLICATION FOR TEMPORARY FOOD SERVICE LICENSE

In compliance with Montgomery County Public Health Code, Chapter IV FOOD PROTECTION, I hereby make application for a Temporary Food Service Establishment License. This application must be submitted to Montgomery County Health Department at least ten working days prior to the first day of the event so that paperwork can be processed. A Temporary Special Event with 1-5 food vendor booths is \$75.00 and each additional food booth is \$17.00. Send fee with the completed application to the above applicable address. Make check or money order payable to "Treasurer of Montgomery County". **DO NOT SEND CASH.**

PLEASE PRINT

NAME OF EVENT: Jenkintown Festival of the Arts	CONTACT NAME: Linda Kligman
LOCATION OF EVENT/ADDRESS: Greenwood & Leedom Sts.	CONTACT TELEPHONE NUMBER: 215-517-5507
TOWNSHIP OR BOROUGH OF EVENT: Jenkintown	DATES OF OPERATION: Sept. 19, 2010
SPONSOR OF EVENT: Jenkintown Community Alliance	HOURS OF OPERATION: 1- 5:00 pm
SPONSOR'S TELEPHONE NUMBER: 215-517-5507	RAIN DATE: n/a
NUMBER OF FOOD VENDORS: 8	SPONSOR'S MAILING ADDRESS 201 Old York Road, Suite 3B Jenkintown PA 19046

I, _____, hereby certify that the facts set forth on this application are true and correct to the best of my knowledge.

(Signature of Proprietor)

(Date)

SPECIAL EVENT FACT SHEET
TO BE COMPLETED BY EACH VENDOR

Name of Event: Jenkintown Festival of the Arts Date: Sept. 19, 2010 Time: 1- 5:00 pm

Location: Greenwood & Leedom Sts. Assigned space/booth #: _____

Event Sponsor: Jenkintown Community Alliance

Your name, business, or organization: _____

Your address: _____

_____ Zip Code: _____

Your telephone #: _____

Person to contact - Name: _____ Daytime Telephone #: _____

Address: _____

MENU – List the Food/Drink Items that you will be serving:

Food/Drink Item	Serving Size	Total # of Servings	Delivered to Event Frozen, Cold or Hot

Indicate the method(s) of protecting the food/drink items from contamination at the event site: Note that overhead protection must be provided, usually in the form of a canopy, umbrella, tarp, or enclosure, for your entire food-service operation.

Type of Protection Needed	Equipment or Method
Overhead	
Food/Drink Items Off the Ground	
Food Displayed, Wrapped, Covered or Protected by a Sneeze-Guard	
Food/Drink Items Not Accessible to Customers	

What handwashing facilities are provided? _____

Indicate the number, size, and location of the refuse/trash containers you will be providing:

Indicate the location for the preparation of the food/drink items:

Preparation Location	Food/Drink Items
<input type="checkbox"/> On Site – Raw ingredients mixed, assembled, or cooked at event site.	
<input type="checkbox"/> At Establishment/Home	
<input type="checkbox"/> Purchased already commercially prepared requiring further handling.	
<input type="checkbox"/> Prepackaged	

Indicate the method(s) for maintaining proper food/drink item temperatures during storage, transport, preparation, and display. Food/drink items that spoil easily must be held at temperatures below 41 degrees Fahrenheit (41°F), or above 135 degrees Fahrenheit (135°F) at all times.

Refrigeration equipment includes mechanical refrigerators, and insulated containers such as ice chests/coolers. Cold sources include electricity, dry ice, ice packs, and drained wet ice. Drained wet ice means that the container will continuously drain the water that accumulates from the melting ice to a water storage container.

Heating equipment includes grills, ovens, stoves, and units to keep hot food hot such as chafing dishes. Heat sources—fuel—include charcoal, gas (propane), sterno, and electricity.

Food/Drink Items	Refrigeration/ Heating Equipment Type	Cold or Heat Source - Fuel	Equipment Size	# of Units

Indicate the method(s) of customer protection from the cooking/heating equipment through proper location of equipment, or through barriers:

Indicate the use of any leftover food after the event:

On a separate piece of paper sketch a diagram of your booth/setup showing the location of all equipment, and food/drink items.