

53rd Annual
Brookings Summer Arts Festival
In Pioneer Park- West Highway 14 Brookings,
South Dakota

Festival Hours

Saturday, July 13, 2024 -10:00 AM to 7:00 PM

Sunday, July 14, 2024- 10:00 AM to 5:00 PM

Criteria

- The Committee would like to extend an invitation for you to apply for a **Food Booth Space**.
- All food booth sales will be from within the food booth and service will be from the FRONT of the booth ONLY. Serving from trailers will not be allowed. **No Serving From Trailers.**
- The space provided is a 12' X 28' booth space - you must confine your entire operation to this space.
- Storage trailers and storage trucks are not allowed in the east food row during festival hours. All products must be in your booth space.
- Participants are responsible for their own display
- Soda, bottled water, other drinks, and Ice will be the vendor's responsibility to provide. Please include a list of beverages on your application.
- You will be contacted by the South Dakota Health Department for your park permit.
- There is no guarantee of shade and no vehicles will be allowed in the park during festival hours. It is recommended that you be in your booth by 9:00 AM each day as people arrive early.
- **** Please make sure your electrical outlets are all GFCI. The inspector has been tolerant in the past, but he will require GFCI or you cannot use the outlets. This is for your own protection. Any electrical concerns will be handled by Keven Perry at 605-690-0580.

Jury Deadlines

- Applications must be postmarked no later than March 4th, 2024
- Notification of jurors' decisions will be emailed by April 20, 2024

Application Procedures

- Complete the application
- Enclose two (2) separate checks, one for jury/processing fees (\$25.00), and one for booth fees (\$350 or \$250)
- Photos or drawings of your booth as it will appear in the park are required. Please indicate overall length of your booth.
- Proof of liability insurance must be sent in with the application.

Fees

- For Profit or Commercial Booth: **\$350.00**
- Community Fund Raiser Booth: **\$250.00**
- A **\$25.00** non-returnable Processing Fee is also required (1 Fee Per Booth)
 - If you are applying for 2 booths you will need 2 processing Fees
- Booth fees are non-transferable and will not be refunded after May 15, 2024.

FOR FURTHER INFORMATION, CONTACT:

Phil Keller Food Chairman **605-228-8357** or email pckeller1@yahoo.com

Pat Stapleton Food Co-Chairman **605-212-5798** or email patrick.stapleton@pfgc.com

Please address all applications to:

Phil Keller/BSAF

Food Booth Application

517 Cardinal Drive Circle

Brookings, SD 57006

2024 Food Booth Application Return this page only to Phil Keller

Name of business or Organization: _____

Contact Person: _____

Work/Home Phone: _____ Cell Phone: _____

Address: _____

City, State, Zip: _____

Email required: _____

Electricity Required 120 volt 240 volt (4-Wire Plug) Both Which side of booth _____

Booth construction: wood tent other (No trailers allowed to serve from).

Please prioritize your food list in the order in which you want to sell first. We may limit our foods so please be specific. Vendors selling one food may have priority over those selling numerous products. **BE COMPLETE on your menu.** The committee will determine what foods and drinks can be sold off the listed items below.

#1 Food _____

#2 Food _____

#3 Food _____

#4 Food _____

#1 Drink _____ #2 Drink _____

#3 Drink _____ # 4 Drink _____

Include the following:

\$25 Processing Fee payable to BSAF – non refundable

\$350 Fee (Commercial or Profit Vendor)

\$250 Fee (Community Fund Raiser Vendor)

Photo(s) or drawing of booth

Proof of liability insurance

Optional: Self-addressed 10” by 13” envelope with \$2.00 affixed postage for acceptance information.

 If you would like to save the \$2.00 and have your acceptance packet emailed to you

 PLEASE PROVIDE YOUR EMAIL ADDRESS HERE: _____

This application is non-transferable. The person/organization that is accepted must work and control the booth activity during the festival.

The Brookings Summer Arts Festival does not assume responsibility for any thefts, damages, or injuries relating to the festival. “I have read and understand the above information. In addition, by signing below, I agree to be open during the scheduled hours of both days of the Festival. Opening late or closing early will jeopardize my application for next year.” If you ran short on product last year, please come better prepared this year.

Signature

Date