



jennybrookbluegrass@gmail.com - P.O. Box 10, Westminster Station, VT 05159 - 802-518-2126

FOOD VENDOR INFORMATION

MENU ITEMS

Please email us the items you wish to include in your menu. Upon approval, these will be the only items allowed for sale at the festival. We encourage you to be specific and descriptive when listing your items to avoid duplication with other vendors' products. If adjustments are needed, we will work with you via email to finalize your menu.

LOCATIONS, TIME, AND SET UP

The event will be held at 1 Fairground Ln., Tunbridge, VT 05077, from Wednesday 1:00 pm to Sunday until the event ends. Vendors are required to be in operation during the following stage hours unless they are serving breakfast, which would start at least at 8 am.

- **Wednesday: 1:00 pm - 10:00 pm**
- **Thursday: 10:00 am - 10:00 pm**
- **Friday: 10:00 am - 10:00 am**
- **Saturday: 10:00 am - 10:00 am**
- **Sunday: 9:00 am - 1:30 pm**

Set-up time can begin Monday after 3 pm. Vendors need to confirm when they plan to arrive for setup. This will ensure that vendors have the required space and time to complete their setup in an organized manner before the health inspector arrives. Your booth must be open for business from Thursday through Sunday. However, vendors have the option to open earlier, as the majority of attendees start arriving on Tuesday and enjoy the entire week at the event.

VENDOR FEE

- \$100 Deposit Paid before arrival + 10% of gross sales, your % needs to be paid before you leave on Sunday.
- Mail deposit to Jenny Brook Productions, P.O. Box 10, Westminster Station, Vt 05159

PROMOTION

Our emcee will reach out to you for details about your offerings. Please be ready to provide feedback so they can announce it from the stage.

CERTIFICATE OF INSURANCE

The insurance must name the following as additionally insured: "Union Agricultural Society and Jenny Brook Productions LLC". Minimum of \$1,000,000 (One Million). Have policy sent to Jenny Brook Productions, P.O. Box 10, Westminster Station, VT 05159 or email jennybrookbluegrass@gmail.com.

INSPECTION

All food vendor setups will undergo inspection by the Vermont Health Inspector on Thursday. Please ensure that all permits are available at the time of inspection, as they cannot be issued on-site. Jenny Brook will review and reserves the right to prohibit the exhibition or sale of any items. For permit information and links, please see the section below.

PERMIT LINKS

Food Vendors Remember: Full compliance with all guidelines and requirements of the State of Vermont must be followed.

REQUIREMENTS:

https://www.healthvermont.gov/sites/default/files/documents/pdf/ENV_FL_TempFoodStandRequirements2015.pdf

ONLINE APPLICATION: https://vtdoh.safefoodinspection.com/Login.aspx	PRINT APPLICATION: https://www.healthvermont.gov/sites/default/files/documents/pdf/ENV_FL_TemporaryFoodStandApplication2015.pdf
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RESTRICTIONS

Alcohol or other substances, whether consumed or sold, are not permitted during operation. Additionally, dogs are not allowed in the concession area. We kindly ask that you keep your vending area clean, welcoming, and leave it as you found it.

SECURITY

Although there will be security throughout the Festival site, Jenny Brook assumes **NO** responsibility for security of your area, equipment, goods, or any revenues before, during, or after this event.

WEATHER

JENNY BROOK will take place RAIN or SHINE.

IMPORTANT INFORMATION AND REQUIREMENTS

To ensure a SAFE and SUCCESSFUL Jenny Brook event, please abide by these important guidelines. We look forward to you joining us and thank you in advance for your help, understanding, and cooperation.