



Midlothian Junior Women's Club
35th Annual Midlothian Village Day Festival and Craft Fair
October 15, 2016
10am – 3pm *Rain or Shine*

Dear Vendors,

You are cordially invited to participate in the **35th Annual Midlothian Village Day Festival and Craft Fair** sponsored by the Midlothian Junior Women's Club, a non-profit organization. The festival will be held outdoors, **rain or shine** on Saturday, October 15, 2016 from 10am to 3pm at Midlothian Middle School, located on Route 60 (Midlothian Turnpike). Vendors must be on site prior to 8am when Midlothian Turnpike is closed for the parade.

With the proceeds of this event, our club was able to donate nearly \$11,000 last year to local charities. We are hopeful to reach this goal again. As this is our only fundraiser to provide support to local charities, we request that no other fundraising/raffle tickets etc. be included at your booth.

Spaces for vendors are available for a fee, which is based on the requested space as listed:

- Space up to 15 ft. \$175 before August 17th \$200 after August 17th
- Space 16 to 30 ft. \$225 before August 17th \$250 after August 17th

Note that your space allotment must include space needed for any vehicles required to be near the food vending station as well as awning/canopies. All food vendors will be located in the parking lot near the gym and vendor trailers will be arranged to front at the sidewalk, with serving at the blacktop.

All applications are accepted on a first come first serve basis. As part of the application, you will also need to supply a copy of certificate of liability insurance. Each vendor must obtain and complete the application for a Temporary Food Event Permit (\$40) from Chesterfield Health District, which must be sent to Frank Scherra, Environmental Health Supervisor. He may be reached at (804) 748-1696 or via fax at (804) 717-6106.

Look on www.midlothianfestival.net for additional information, on-line application, etc. Be sure to include the items you plan to serve, the space required and indicate whether electricity is needed.

We look forward to working with you again.



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Application for Food Vendor Space

Food vendor spaces are available on a first come, first serve basis.

Fees are based on space requirements:

- \$175 Spaces up to 15 ft wide before August 17th; after August 17th fee is \$200
- \$225 Spaces 16 to 30 ft before August 17th, after August 17th fee is \$250

We request that all MJWC Festival Staff members be given a 50% discount at the Festival. MJWC Festival Staff will be designated by pink shirt with MJWC logo.

Name:

Company Name:

Street Address:

City, State, Zip:

Phone

Cell:

E-mail:

Food for sale (please list ALL items to prevent duplication):

Space Requirements (please list dimensions): _____

Electricity? **Circle one** YES NO

_____ I cannot attend this year, but please keep my name on the mailing list for 2016.

Mail or email this completed form with a copy of your certificate of liability insurance to foodvendors@midlothianfestival.net and remit payment via check, money order, cashier's check or credit card (via PayPal) for \$175 (\$200 after August 17) or \$225 (\$250 after Aug 17). Please make checks payable to Midlothian Junior Women's Club (MJWC) and send to:

MJWC Food Vendors; PO Box 423, Midlothian, VA 23113

If using PayPal, there will be a \$6.00 processing fee.

Thank you for your support!