

WALDENSIAN FESTIVAL

VALDESE, NORTH CAROLINA
AUGUST 13 & 14, 2021
Celebrating The People Of The Valleys

Dear Major Food Vendor,

Thank you for your interest in the Annual Waldensian Festival. For 45 years now we have had the privilege of honoring the unique heritage of Valdese through this festival, and look forward to making the 46th year even better than the ones before. The Waldensian Festival is a celebration that is mirrored all over the world in Waldensian communities and settlements, commemorating the "Glorious Return" of the Waldenses to their native valleys in the Cottian Alps of Italy after years of exile and turmoil.

The Town of Valdese strives to reach new heights with this festival every single year, and are so glad you want to take part in this special tradition! The 2021 Waldensian Festival will concentrate on unique crafts, great food, and top-quality entertainment. To achieve this goal, the festival committee has researched wonderful artists, specialty food vendors, and entertainers from around the country. We work hard to select exhibits that will come together to make an unforgettable Festival.

Friday night's Festival kick-off celebration will feature performances by Darrell Harwood, followed by country band Dirty Grass Soul! Saturday will feature live music all day, with closing acts from beach variety bands The Tonez and The Blackwater Band! Whether you are joining us as a vendor or a visitor, you will not want to miss these musical performances!

Vendor Applications may be submitted through July 23rd, 2021. Acceptance for applications received after July 23 will be based on the variety of exhibitors at the event, if cancellations arise, or if spaces are still available. Please note: admission is not based solely on date of submission. Decisions for acceptance are based on festival variety, quality of product, space needs, and application deadlines.

Please submit payment with application. **Acceptance/denial letters will be mailed out by the Festival Committee starting in May.** Accepted vendors will receive their booth assignment information and Festival day instruction sheet with their acceptance letter. If your application is denied, your payment will be returned. If you have any questions or concerns about your space, please contact us as soon as possible.

To help in reserving your space, when filling out the application, please give thorough information concerning your exhibit (detailed descriptions, photos, or website link are required) and please fill out the entire application legibly. The Vendor Agreement must be signed and returned along with the application. Applications without photos or website link, or signed vendor agreement will not be considered.

All Vendors will be required to stay until 6pm the day of the festival. The Festival Committee will make note of vendors who do not stay until this specified time. Vendors who do not stay until 6pm will be given low priority for acceptance the following year.

If your application fails to note that electricity is needed, the Festival Committee will not be responsible if you are placed where electricity is unavailable. If your exhibit requires water, you must state this on the application. Water Stations are available, but there are **NO Water Hookups**, so please come prepared.

Spaces are limited, so submit your application as soon as possible. The Town of Valdese looks forward to showcasing your business and crafts to approximately 20,000 attendees! Visit Valdese online at waldensianfestival.com for the full entertainment lineup, attractions, tours, art competition, historic outdoor drama "From This Day Forward", traditional Waldensian meal & church service, regional bocce tournament and everything you need to know about the Festival!

We look forward to celebrating with you all!

Morriisa Angi, Waldensian Festival Coordinator

OFFICE USE ONLY

Paid Cash/Check # _____ Date Received: _____ Booth Assignment: _____ MBA: _____

2021 Major Food Vendor Application

Exhibit Name: _____

Name/Contact Person: _____

Address: _____

Phone: _____ E-mail: _____

Food Vendors MUST Include Full Menu and pictures of exhibit with application or you will not be considered for a space. If you have a food truck, please show a picture exhibiting which side your window is on.

Please describe your exhibit here:

Number of Spaces Required: _____ (Booth Spaces are 10' Deep by 20' Wide)

The exhibitor agrees to have setup completed by 8:30am and maintained until 6pm on Saturday August 14th.

Major Food Vendors in the blocks of 100 Main Street are required to stay until 9PM.

PLEASE CHECK THE APPROPRIATE BOX IF UTILITIES ARE NEEDED FOR YOUR EXHIBIT:

☐

**ELECTRICITY *\$15 PER SPACE*
110 VOLT/20 AMP ONLY!**

☐

WATER STATIONS ONLY - NO HOOKUPS!

****VENDORS MUST PROVIDE THEIR OWN 50'-100' DROP CORD & SECURE IT TO THE PAVEMENT USING DUCT TAPE****

☐

GENERATORS (MUST BE PRE-APPROVED BY FESTIVAL COMMITTEE)

Type/Model: _____

☐

TENT

☐

TRAILER

PROVIDED BY VENDOR **NOT** FESTIVAL

Tax ID Number: _____ All Vendors must be registered with the NC Dept. of Revenue and have a valid Tax ID Number. All vendors must have a copy of their NCDOR certificate and number with them at the Festival. Vendors are responsible for collecting & reporting the applicable sales tax. NCDOR online registration is free: <http://www.dornrc.com/electronic/registration/index.html>

MAJOR FOOD VENDOR FEE: \$140

All accepted Major Food Vendors must complete a "Major Food Vendor Packet" upon acceptance. Those who do not complete the packet will not be allowed to participate and will not receive a refund.

Documents that must be submitted to Burke County Health Department must be sent in by June 1, 2021.

2021 Vendor Agreement

Rules & Regulations for participating in the Waldensian Festival:

1. The exhibitor agrees to have setup completed by 8:30am and maintained until 6pm on Saturday August 14th. Major Food Vendors in the block of 100 Main Street will stay until 9pm.
2. The exhibitor agrees that no truck/vehicle will be on the reserved Festival Street between the hours of 8:30am & 6pm.
3. The exhibitor agrees that the Festival Committee is only providing a booth space. All exhibit displays and shelters, tables, chairs, tents etc. if desired, must be provided by the exhibitor.
5. Exhibitor agrees that setup will not exceed the 10'x20' booth size.
6. **Fire Marshall requires fireproof/retardant tents and they will be inspected. Tents must meet NFPA 701 standards. Must have manufactured tag displayed. All spaces that are cooking must be equipped with a fire extinguisher. Exhibits that do not meet this requirement may be asked to leave the festival. No refunds will be given. No exceptions.**
7. The exhibitor agrees to accept the space(s) assigned by the Festival Committee. There will be no space changes the morning of the festival. If there is an issue with your space, please be sure to address it beforehand. You will be assigned spaces away from similar vendors/vendors with similar items.
8. The exhibitor agrees that the exhibit fee is **non-refundable** due to weather, the exhibitor's decision not to participate, or other causes beyond the control of the Festival Committee.
9. The exhibitor agrees that the Festival Committee officials have the right to evict exhibitors for any reason they deem necessary to maintain a wholesome Festival.
10. The exhibitor agrees to maintain an exhibit that will not be offensive to other exhibitors or Festival patrons. This includes but is not limited to: offensive odors (ex. Smoke), loud noises (ex. Generators, Radios) & structures that might cause injury to others.
11. The exhibitor agrees that generators must be approved by the Festival Committee prior to Festival day.
12. Electricity is not provided unless specified on the application and payment is received.
13. Food Vendors- The Festival Committee provides grease containers and failure to use them will result in a \$100 fine and no admittance to future Waldensian Festivals. They are located behind the Main Stage area on Bobo Street.
14. Vendors must park in designated parking areas only. Vehicles parked in non-approved areas are subject to being towed at their own expense.

Hold Harmless & Rules/Regulations Agreement:

- I. In consideration of being a vendor, service provider or other participant in one or more events conducted by the Town of Valdese, the undersigned agrees to indemnify, protect and save harmless the Town of Valdese, from all claims, liability or lawsuits, including reimbursement of attorney fees in defending such claims and damage to real or personal property which arises out of, or results from the acts or omissions of the undersigned or resulting from the activities carried on by the undersigned and its employees, agents and representatives.
- II. I acknowledge that I have read the rules & regulations (found above) for the 2021 Waldensian Festival presented by the Town of Valdese on August 13th, 2021 and will abide by them. I understand that if I have violated any regulations, festival officials may terminate my participation without refund. I release the Town of Valdese, producers of the event, from any responsibility for theft, damage or loss.

EXHIBITOR (PRINT NAME): _____
AGREES TO ABIDE BY THE ABOVE RULES & REGULATIONS.

SIGNATURE: _____ DATE: _____

THE VALDESE COMMUNITY AFFAIRS DEPARTMENT AGREES TO PROVIDE BOOTH SPACE(S), AFTER ACCEPTANCE, IN THE WALDENSIAN FESTIVAL UPON RETURN OF THIS SIGNED STATEMENT AND PAYMENT OF THE EXHIBIT FEE.

Applications Released: January 1, 2021 | Acceptance Letters start being mailed: May 2021

Please Return the following to the Valdese Community Affairs Office before June 1st.
1-Vendor Application 2-Signed Vendor Agreement 3-Booth Fee & Electricity Payment
Please send the above to P. O. BOX 655 VALDESE NC 28690, by e-mail to ahogan@valdesenc.gov or fax: 828-874-2311
Make Checks Payable To: VALDESE COMMUNITY AFFAIRS

(Each operator must provide the following information)

1. Event: _____
2. Location of Event: _____
3. Dates/Time of Operation: Begin Date: _____ Begin Time: _____
 End Date: _____ End Time: _____
4. Name/address/phone number of event coordinator: _____

5. Your Organization/Business Name: _____
6. Applicant's Name: _____
7. Applicant's Address: _____
8. Applicant's Telephone: () _____ Other: () _____
9. All food and beverage must be prepared on-site or in an APPROVED kitchen (not a domestic kitchen). Provide the name/address of the ADVANCE preparation facility, the dates and times it will be used, and the name/phone number of the person who authorized you to use this facility.

17. How will you keep hot foods hot (135°F or above)? { } Grill/Steam Tables { } Heat Lamps

18. As of September 1, 2012, the vendor/permit holder shall require all food service employees to comply with an approved Employee Health Policy. Do you have an approved Employee Health Policy? YES NO

19. What food items will you be serving? Where will you be getting these items from?

<u>FOOD ITEM</u>	<u>SOURCE</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

20. PLEASE INCLUDE A PROPOSED MENU AND FOOD HANDLING PROCEDURES IF PREP WORK IS NEEDED PRIOR TO COOKING, i.e. cutting vegetables, fruit, washing meats, etc.

EQUIPMENT LAYOUT

Identify all equipment including cooking and hot/cold holding equipment, handwashing facilities, work tables, utensil washing facilities, food and single service storage, sneeze guards, and customer service areas. Please include a food equipment list. (Use separate sheet of paper if needed.)

STATEMENT: I hereby certify that the above information is correct and I fully understand that any deviation from the above without prior permission from Burke County Environmental Health will nullify final approval and prevent issuance of a Temporary Food Establishment Permit. Approval of this application does not indicate compliance with any other code, law, or regulation that may be required.

Signature: _____
Owner/Operator or designee

Date: _____

FOOD VENDOR INFORMATION SHEET

1. If you are applying for a Temporary Food Establishment Permit, a fee of \$75.00 must accompany your completed application and may be mailed to Burke County Environmental Health at 110 North Green Street; Morganton, NC 28655. **THIS APPLICATION AND FEE MUST BE RECEIVED IN OUR OFFICE AT LEAST FIFTEEN DAYS PRIOR TO THE EVENT! NO FEES OR APPLICATIONS WILL BE ACCEPTED LESS THAN 15 DAYS PRIOR TO THE EVENT.**
2. If you plan to do any food preparation in advance of the event, you must submit complete information regarding where this will be done and who authorized you to use that facility. Please see question #9. **Our department must approve this advance preparation. If we are unable to approve this, you will not be allowed to use food items prepared in advance.**
3. You will be responsible for maintaining cold foods at 45°F or lower and hot foods at 135°F or higher. You must have a calibrated thermometer (0°-220°F) available to check food temperatures.
4. For handwashing set-up: If you choose to use “gravity flow”, you should plan on providing heated water in an insulated container with a spigot, a bucket or container to catch the wastewater, hand soap in a pump dispenser, and papertowels. A method of heating water must be provided at your site. This can be achieved by a pot on a burner, a coffee maker, etc.
5. In order to be exempt from permitting, you must meet one of the following sets of conditions:
 - Either be exempt from paying North Carolina or Federal income taxes, not have operated or plan to operate a food service facility of any type anywhere in the state of North Carolina during the month of this event, and plan to operate for two (2) consecutive days or less. **IF YOU ARE CLAIMING THIS EXEMPTION, YOU MUST SUBMIT A LETTER FROM THE NC DEPARTMENT OF REVENUE OR THE IRS INDICATING THAT YOU ARE EXEMPT FROM PAYING INCOME TAXES.**
 - Be raising funds for a political candidate or committee as defined in NCGS 163-278.6 (14) and not have operated or plan to operate a food service facility of any type anywhere in the state of North Carolina during the month the event is scheduled. **IF YOU ARE CLAIMING THIS EXEMPTION, YOU MUST SUBMIT A LETTER FROM THE POLITICAL CANDIDATE OR RECOGNIZED POLITICAL ACTION COMMITTEE AUTHORIZING YOU TO RAISE FUNDS ON BEHALF OF THE CANDIDATE.**
 - Be a nutrition program for the elderly that is administered by the Division of Aging of the NC Dept of Health and Human Services, and prepare and serve food or drink on the premises where the program is located no more frequently than one day each month.

If you qualify for the permit exemption, please submit appropriate documentation with this application to our office. **OUR DEPARTMENT MUST VERIFY YOUR TAX-EXEMPT DOCUMENTATION. PLEASE RETURN YOUR INFORMATION 15 DAYS PRIOR TO THE EVENT. IF WE ARE UNABLE TO VERIFY YOUR INFORMATION, YOU WILL NOT BE ALLOWED TO USE THIS EXEMPTION.**

Burke County Health Department
700 E. Parker Road
P.O. Box 1266
Morganton, NC 28680-1266
(828) 439-4404 / 2351

Burke County Environmental Health
110 N. Green Street
P.O. Box 219
Morganton, NC 28680
(828) 438-5430

Temporary Food Establishment (TFE) and Temporary Food Establishment Commissary (TFEC) Requirements

- No food preparation can occur before a permit is issued.
- Food from approved sources.
- All raw meat, poultry, and fish must be purchased in ready-to-cook portions. Cutting and skewering is allowed if there is a preparation surface designated only for this task.
- Salads containing ingredients that have been cooked and cooled may not be prepared at the TFE or the TFEC, but may be served IF purchased from an approved source.
- Ready-to-eat foods shall not be stored in direct contact with ice.
- Non-mechanical coolers must have a drainage port.
- Food prepared at a previous event or potentially hazardous food removed from its original packaging shall not be served at a subsequent event.
- All employees must have an effective hair restraint, clean outer clothing, and maintain good hygienic practices.
- All equipment and utensils must be washed, rinsed, and sanitized before use.
- If multi-use eating and drinking utensils are used then a 3 compartment sink of sufficient size to submerge, wash, rinse, and sanitize utensils must be provided, along with drain boards.
- If single-use/disposable drinking and eating utensils are used, then three basins of sufficient size to submerge, wash, rinse, and sanitize utensils must be provided. (Wash solution temperature must be maintained at least at 110°F and maintained clean) At least one drain board, table, or counter space must be provided for air drying.
- A food preparation sink must be provided for washing produce if applicable.
- All food handling, cooking, and preparation must be done in an approved and protected area. This includes overhead coverage along with effective measures such as fans, screens, or walls to protect against dust and insects. Open food displays shall be protected by sneeze guard or other forms of protection.
- Indoor/outdoor carpeting, matting, tarps, or similar nonabsorbent material is required as ground covering in the absence of asphalt, concrete, grass, or other surfaces to control dust or mud.

- Employee hand washing facility only for hand washing must be provided. This facility can consist of at least a two gallon container with an unassisted free flowing faucet such as a stopcock or turn spout, soap, single-use towels, and a wastewater receptacle. Warm water shall be used for hand washing.
- Label all potable water hoses and containers; also, keep them drained, washed, rinsed, and sanitized before use. These must be approved for potable water use.
- All wastewater must be disposed of properly and all wastewater receptacles/containers must be labeled as such and not used for any other purpose. These shall not be emptied into waterways, storm drains, or on the ground.
- Employees must have access to toilet facilities.
- TFE shall remain connected to necessary utilities at all times food is prepared, served, or stored.
- Lighting must be shielded/protected where there is open food. Lighting is required for nighttime operations.
- Except for washing fruits and vegetables, food employees may not contact exposed ready-to-eat food with their bare hands and shall use suitable utensils such as deli tissue, spatulas, tongs, single-use gloves, or dispensing equipment.
- Maintain cold temps at 41°F or below. If equipment cannot maintain 41°F or below, then maintain food at 45°F or below. (On or before Jan. 1 2019, 41°F or below will be required.)
- Must check final cook temperatures on PHF's to ensure they meet the proper final internal cook temperature.
- Maintain hot potentially hazardous food (PHF) at 135°F or more.
- If cooling or reheating of potentially hazardous foods is to occur-EHS must give prior approval and methods.
- Sanitizer must not be stored in a container that was previously used to store toxic chemicals.
- Sanitizer shall be made daily and maintained at 50-100ppm. Must provide test strips.
- Stem thermometer (0°F-220°F) or at digital thermometer is required for checking food temperatures.
- All foods and single service articles must be stored off of the floor.
- Food shall be secured to prevent tampering and contamination at all times.
- PHF that has been heated at the TRE or the TFEC shall not be sold or held for use on subsequent days.
- Employees shall not use tobacco in any form or consume food in the TFE. Beverages must be covered and consumed to prevent contamination of food and food contact surfaces.
- Hot water shall be used for cleaning.