



ArtSplash 2021

September 4 & 5

Saturday: 10 am – 6 pm

Sunday: 10 am – 5 pm

2021 Concession Application

How to Participate

To participate as a concession vendor at Art Center's ArtSplash, please complete and return the enclosed registration form with a space registration fee check in the amount of \$750 and \$300 damage deposit check made payable to Art Center's ArtSplash.

Space is limited to a maximum of 10 food and 5 snack vendors. Snack vendors are located elsewhere on the festival grounds. The festival committee will select participants based on the following criteria:

1. Specialty and ethnic foods, as well as creative presentation.
2. Service to the public from a free-standing tent.
3. Exclusivity and pricing of eight menu items.

Art Center's ArtSplash wishes to provide its guests an attractive and interesting taste experience. Presentation of your business and your product are essential to the overall look the festival wishes to achieve. New vendors to the festival will be required to provide three professional references as a part of their application process. Failure to provide will result in immediate removal from consideration. *Art Center's ArtSplash will make every attempt to avoid duplication of menu items. We ask for your cooperation.*

Questions?

If you need additional information about Art Center's ArtSplash or this concessions application, please contact Erin Webber-Dreeszen at (712)279-6272x3232 or ewebber@sioux-city.org. If you have questions about Health Department regulations, call them directly at (712)279-6119.

Deadlines

The deadline to submit applications and space fees is May 1, 2021. Because space is limited, it would be advantageous for you to return your completed application, \$750 space registration fee and \$300 damage deposit as early as possible. *Spaces will be assigned according to the selection criteria stated above.*

Deadline to apply – on or before May 1

Notification of Acceptance – June 1

Health Department Licensing due – August 1

Vendors are responsible for health inspection licensing. The fee is payable upon completion of inspection.

Direct questions regarding requirements and fee to the Siouxland Health Department at (712) 279-6119.

Key Rules and Regulations

- It is the wish of Art Center's ArtSplash to provide its guests with an attractive food area. Vendors must keep the area in front of their booth clear and accessible to the public. First consideration will be given to vendors able to serve from free-standing tents. If you have a food truck for cooking and have a tent for serving, the truck may be parked behind the tent. This is to maintain the aesthetic of the festival, an issue we take very seriously.
- Food vendors will use their assigned space only for the purpose of selling menu items described and identified in the festival agreement.
- No beer or alcohol sales are allowed.
- The official drink of ArtSplash is Coca-Cola. All soda sold at the festival must be Coke products in Coca-Cola trademark cups.
 - All pre-packaged beverages must be purchased from Chesterman Bottling Company, Sioux City, Iowa. Contact information will be provided upon acceptance.
 - Water can only be sold by food vendors if purchased through ArtSplash for \$2/bottle and must be sold for \$2/bottle.
 - Ice is available for purchase from ArtSplash for \$3 per 20# bag.
- Uniform pricing of all pre-packaged beverages is required. Price lists will be available once acceptance notifications have been mailed.
- A \$300 damage deposit is required for each space. This check, payable to Art Center's ArtSplash, will be held until after the festival and not deposited unless there is clean-up or property damage claim.
- All ArtSplash food vendors are required to provide current proof of insurance naming Art Center's ArtSplash as an additional insured. Please note that vendor insurance must be for a minimum of \$1,000,000 per occurrence/\$2,000,000 general aggregate.
- Participants must purchase a Siouxland Health Department Permit, and meet all health department regulations. A copy of the Temporary Food Service Requirements is included with this form.

If you are invited to be a food vendor at Art Center's ArtSplash:

- All vendors and employees must maintain the highest degree of cleanliness and professionalism in their booths, at all times. Participants are expected to keep the area around booths clear of all supplies and debris at all times. If you do not adhere to these requirements, you will be asked to leave the festival.
- All vendors must present a professional appearance and abide by all rules and regulations. Failure to do so will result in exclusion from the festival in future years. In addition, if you are asked to correct a problem during the festival and do not do so within three hours of notification, you may be asked to leave the festival and will forfeit all fees paid.
- All electrical needs must accompany your application and be submitted on or before May 1. Only the items listed on your application may be plugged in. If you are found to be abusing electrical policy at Art Center's ArtSplash, you will be notified and we will request you change your usage. If you fail to do so within three hours of notification, you will be asked to leave the festival and will forfeit all fees paid.
- Eight menu items may be included in your application. If you serve more than the approved eight menu items at Art Center's ArtSplash, we reserve the right to ask you to remove the additional items from your menu. If you fail to do so, you will be asked to leave the festival and will forfeit all fees paid.

Festival Details

Festival Location:

Riverside Park
1301 Riverside Blvd.
Sioux City, IA
51109

Festival Dates and Times:

Saturday, September 4, 10:00 a.m. – 6:00 p.m.
Sunday, September 5, 10:00 a.m. – 5:00 p.m.

Location Details:

The Food area for Art Center's ArtSplash is in a shaded area of Riverside Park. The surface is grass, and the exact lay-out of the area is subject to change if there are surface issues that prevent the festival coordinators from placing vendors where we planned. Environmental factors, as well as weather issues will dictate exact location, and flexibility is essential from our vendors. *Art Center's ArtSplash will make every effort to ensure vendor needs on site are cared for.*

Questions or concerns?

Contact Erin Webber-Dreeszen, Development Coord.
Office phone: (712) 279-6272 ext.3232
Email: ewebber@sioux-city.org

INFORMATION REQUIRED TO APPLY

Please make sure that the application includes the following:

- ✓ Application form, completed and signed
- ✓ Check for \$750 (plus \$100 per 5 feet if more than 20' wide by 10' deep space is required) made payable to Art Center's ArtSplash
- ✓ Check for \$300 for damage deposit, payable to Art Center's ArtSplash
- ✓ A current picture of vendor booth
- ✓ A copy of vendor liability insurance
- ✓ NEW VENDORS: Include 3 Professional References. Failure to do so will result in immediate removal from consideration!

Submit all application materials to:
Art Center's ArtSplash
Attn: Erin Webber-Dreeszen
Sioux City Art Center
225 Nebraska St.
Sioux City, IA
51101

All materials are due no later than May 01, 2021.

Application Details

Booth fee (must be submitted with application; check will be returned if application is not accepted)

\$750 (If more than 20' wide by 10' deep is requested, the fee is an additional \$100 for each additional 5 feet.)

Set-up

Set-up will begin on Thursday, September 2, 2021 and continue into Friday, September 3, 2021. You will be contacted by Art Center's ArtSplash to arrange a load-in time for that day. It is imperative that you adhere to the mutually agreed upon time. We build the schedule and placement first on when your application is received and secondly your offerings and availability to load in. Our success in placement depends on your cooperation.

Percentage of Sales

Vendors are not required to submit a percentage of sales for the 2021 festival.

Vendor space

All approved vendors are provided with requested booth space. Please note the additional fee for those needing more than 20' wide by 10' deep of space. Trailer tongues or pullout service windows must be removed if they are longer than the length specified in the application. Vendors will be fully responsible for booth structure and furnishings. Remember that aesthetics are extremely important to the festival. Booths will be set up on grass (please see **Location Details** section on this page) and must be self-sustaining.

New Vendors

New vendors to the festival will be required to provide three professional references as a part of their application process. Failure to provide will result in immediate removal from consideration.

Vehicles

Vehicle parking is allowed on site. Each vendor will be provided with **one** parking space in a designated area. No vehicles will be allowed to drive through or block the food court during the festival hours. Deliveries will need to be arranged accordingly.

Health Department regulations and permits

The Siouxland Health Department will do an on-site inspection. Each vendor will provide two trash containers outside his/her stand. Each vendor must also have a container for gray water collection. Vendors are responsible for health inspection licensing and must be provided to Art Center's ArtSplash by August 31, 2021. The fee is payable upon completion of inspection. Questions regarding Health Department regulations should be directed to the Siouxland Health Department at (712) 279-6119.

Thank you for your interest in Art Center's ArtSplash 2021

Complete Application Below and return by

May 1, 2021



ArtSplash 2021

September 4 & 5

Saturday: 10 am – 6 pm

Sunday: 10 am – 5 pm

2021 Concession Application

Due date for applications

Completed application materials must be received no later than **May 01, 2021**.

Notification of selection will be emailed by **June 01, 2021**.

Exact wording of vendor name (please print as name should appear in promotional materials):

Contact Name: _____

Phone: (Business) _____ (Home) _____

(Cell) _____ (email) _____

Street address: _____

City: _____ State: _____ Zip: _____

Health Department requirements and fee

Vendors are responsible for health inspection licensing. Proof of Temporary Food Service Permit is due to Art Center's ArtSplash by August 31. The fee is payable upon completion of inspection. Direct all questions regarding requirements and fee to the Siouxland Health Department at (712) 279-6119.

(continued)

Specific food & drink items to be sold, including price:

Item 1 _____	Price _____
Item 2 _____	Price _____
Item 3 _____	Price _____
Item 4 _____	Price _____
Item 5 _____	Price _____
Item 6 _____	Price _____
Item 7 _____	Price _____
Item 8 _____	Price _____

PLEASE NOTE: ONLY 8 MENU ITEMS ARE PERMITTED

Booth description (Total booth depth cannot exceed 20 feet width or 10 feet depth)

Width (frontage required) _____ Depth (curb to front) _____

* Include pull out service windows and all space to conduct business.

Circle one: Trailer/Food truck Self-supporting tent

* A current photo is required.

Electrical service

ArtSplash will provide generators with 120-volt outlets. For **every** major appliance (roasters, coffee pot, freezer, etc.) vendor must provide a 100' extension cord. Vendor must provide own outlets if rated at 240 volts. **NO personal generators allowed.**

(continued)

Electrical Service (continued)

Voltage required (check one)

- 110/120
- 220/240

Amperage required _____

If 220/240 voltage required, select 3- or 4-wire below:

-  3-wire
-  4-wire

List all items requiring electricity

Liability

ArtSplash organizers accept no liability for any vendor. We require that vendors carry liability insurance (a minimum of \$1,000,000 per occurrence/\$2,000,000 general aggregate), name Art Center's ArtSplash as an additional insured and provide a copy of the policy. Security will be provided from Thursday evening through 5 p.m. on Sunday. All vendors must be off premises by 7:00 p.m. on Sunday.

We, the above vendor, agree to follow the guidelines stated in the application information and application form. We understand that failure to follow the above guidelines can result in removal from the festival. Information provided in this form will be used in the festival program. No changes will be allowed without the expressed written permission of Erin Webber-Dreeszen, Development Coordinator, Sioux City Art Center.

Authorized signature

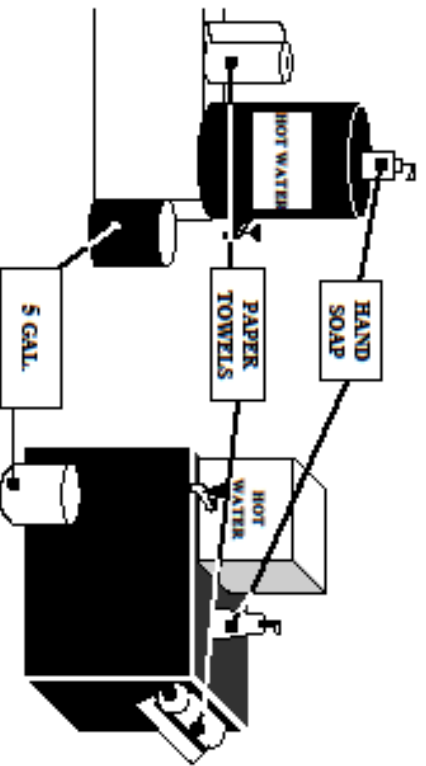
Date

Application submission

Submit all application materials to Art Center's ArtSplash, Sioux City Art Center, 225 Nebraska St., Sioux City, IA 51101. All materials are due no later than May 01, 2021.

Please make sure that the application includes the following:

- ✓ Application form, completed and signed
- ✓ Check for \$750, plus additional \$100 if more than 20' wide by 10' deep space is required, made payable to Art Center's ArtSplash
- ✓ Check for \$300 for damage deposit, made payable to Art Center's ArtSplash
- ✓ A current photo of vendor booth
- ✓ A copy of vendor liability insurance
- ✓ **NEW VENDORS:** Include 3 Professional References. Failure to do so will result in immediate removal from consideration!

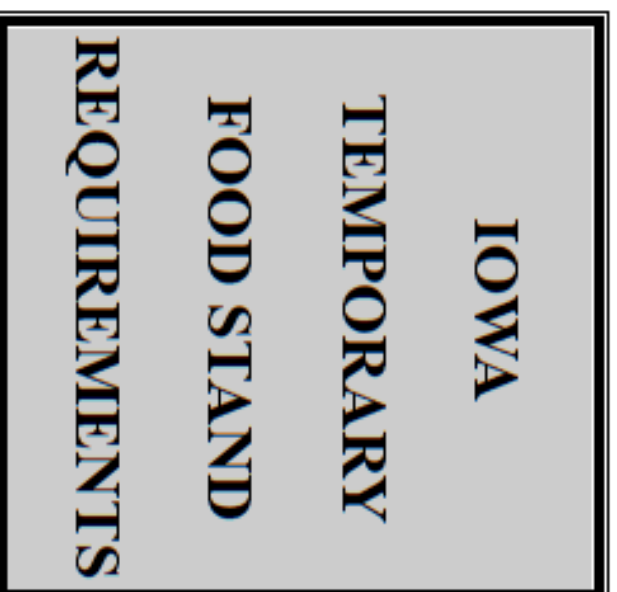


POSSIBLE HANDWASHING SET-UPS

HANDWASHING STATION REQUIREMENTS

1. An accessible and functional handwashing facility shall be provided within the perimeter of any business involved in the sale of food. If only pre-packaged food products are sold, handwashing facilities are not required, i.e., canned soup, boxed candy, hermetically sealed snack foods.
2. Handwashing facilities shall not be used for the cleaning of equipment, storage of wiping cloths, or the disposal of liquid waste.
3. All food products, cooking equipment and serving utensils shall be protected from splash or spillage caused by handwashing.
4. Disposable paper towels shall be provided with each handwashing facility, and will be properly disposed of after being used.
5. Any one of the following set-ups can be used as a handwashing facility:
 - A. Portable commercial hand sinks that produce water flow within 10 seconds of activating a hand pump or opening a dispensing valve. Soap from a sanitary dispenser and paper towels shall be provided.
 - B. Minimum of 5 gallons of potable water will be maintained in a container capable of dispensing water through a valve or spout. This valve or spout shall enable a constant flow of water when opened. The waste water shall be collected in another container and disposed of in a sanitary sewer. Soap from a sanitary dispenser and paper towels shall be provided.
6. An accessible and functioning commercial hand sink will accompany any toilet utilized by food handlers. Soap from a sanitary dispenser and disposable single-use towels shall be provided. The sink shall be used for handwashing only. Handwashing facilities shall be checked regularly for adequate soap, towels, and water.

HANDWASHING STATIONS AND SANITIZER BUCKETS WITH WIPING CLOTHS MUST BE SET UP AND USED PRIOR TO ANY FOOD HANDLING, PREPARATION, OR SALES.



**Siouxland District Health Department
1014 Nebraska Street
Sioux City, Iowa 51105**

**712-279-6119
800-587-3005**

LICENSE FEE—\$33.50

1. FOOD SUPPLIES

All food supplies shall be obtained from a licensed or approved source. All meat and poultry products **must** be either Federal or Iowa inspected products. The use of foods in hermetically sealed containers that are not prepared in a licensed food processing establishment is prohibited. All fruits and vegetables must be washed before being used or sold. Only cakes, cookies, breads, and fruit pies may be prepared in private, non-licensed homes and sold for public consumption. Soft pies that require refrigeration (including pumpkin and cream pies) may not be prepared in private homes.

NON-APPROVED FOODS WILL BE PLACED ON HOLD AND NOT PERMITTED TO BE SOLD. THIS INCLUDES MEATS LABELED “NOT FOR SALE” AND ALL FOODS PREPARED IN A PRIVATE NON-LICENSED HOME KITCHEN WITH THE EXCEPTION OF THE ABOVE-MENTIONED BAKED GOODS CATEGORIES.

2. PERSONNEL

All employees, including volunteers, shall be under the direction of a designated person in charge at all times of operation. The person in charge shall ensure that all food handlers are following the Temporary Food Stand Requirements. Every employee and volunteer must sign a logbook with their name, address, telephone number, and the date and hours worked. This logbook must be maintained by the person in charge for 30 days. All food handlers shall be free of contagious or communicable diseases, sores, or infected wounds; must keep themselves and their clothing clean; and must keep their hair properly restrained. Tobacco use of any kind is not permitted inside the stand or while attending grills outside the stand. Personal belongings shall be stored in a designated place adequately separated from food, food contact surfaces, and dishwashing areas.

3. HANDWASHING

Hands must be washed at the designated handwashing station as frequently as necessary to maintain good sanitation and always before beginning work and after going to the restroom, eating, taking breaks, handling garbage, handling raw meat, or using tobacco products. Convenient and adequate handwashing facilities as described on the back page shall be provided in each stand.

4. FOOD PREPARATION AND HANDLING

Bare hand contact with ready-to-eat food is prohibited. Food handlers should limit direct hand contact with all foods as much as possible with the use of tongs, deli tissues, gloves, and other utensils. All food preparation and contact surfaces must be of a safe design with durable, smooth, and easily-cleanable surfaces. Food must be thawed, reheated, and cooled using procedures approved in the Food Code.

5. COOKING AND STORAGE TEMPERATURES

All potentially hazardous foods shall be refrigerated at 41°F or less or held at 135°F or higher. All cooling units must be equipped with an accurate, easily-visible thermometer. An accurate metal stem food thermometer must be provided to check storage and cooking temperatures. Cooking temperatures for meat products and reheating must be as follows:

Poultry and ground poultry 165°F or higher

All other ground meats 155°F or higher

Pork and fish 145°F or higher

Beef steaks and roasts 145°F or higher

Reheated or microwaved items 165°F or higher

If raw or undercooked animal foods such as meat, eggs, or fish are served, a consumer advisory as required by the Food Code must be conspicuously posted or included in the menu.

ALL FOODS WHICH ARE FOUND AT UNSAFE TEMPERATURES WILL BE PLACED ON HOLD AND NOT PERMITTED TO BE SOLD.

TEMPERATURE CONTROL AND GOOD HYGIENIC PRACTICES ARE OF EXTREME IMPORTANCE TO PREVENT FOODBORNE ILLNESS!

6. FOOD AND FOOD CONTACT ITEM STORAGE

All food supplies and food contact items shall be stored up off of the ground, and shall be properly covered to be protected from dust, rain or other contamination. Potentially hazardous foods must meet temperature requirements as previously stated.

(next page)

7. FOOD AND CONDIMENT DISPLAY

All foods on display shall be covered or individually packaged and meet appropriate temperature requirements. All food must be protected from customer handling, coughing or sneezing, and other contamination by wrapping, sneeze guards, or other effective means. The public is not allowed to serve itself from opened containers of food. Sugar, ketchup, mustard and other condiments must be individually packaged or dispensed from closed squeeze, pour, or pump type dispensers.

8. ICE

Ice shall be obtained from an approved source. Food not sealed in packaging shall not be stored in contact with water or ice. Packaged food, canned and bottled beverages may be stored in drained ice bins. Ice that has previously been used for cooling may not be reused in beverages. Beverage ice shall be stored in the bag in which it is purchased or in clean, properly constructed ice storage units which are easily cleanable, and kept drained. Ice shall be dispensed with scoops, tongs, or other utensils with a handle, not with hands or drink cups.

9. WATER SUPPLY AND STORAGE

An adequate supply of clean water from an approved source must be provided for food preparation, utensil and equipment washing, wiping cloths, and hand washing. Water storage units and hoses must be made from food grade material and used only for potable water. Water supply systems shall be protected against backflow or contamination.

10. EATING AND DRINKING UTENSILS

Use disposable single-service plates, cups and utensils. If approved, reusable eating or drinking utensils must be washed, rinsed, sanitized and air dried using clean, hot water and three basins large enough for immersion of the dishes.

11. COOKING, PREPARATION AND SERVICE UTENSILS

All equipment and cooking utensils must be maintained in a sanitary manner. A three compartment operation may be required for washing, rinsing and sanitizing. This requirement may be waived depending on the menu and the number of utensils being utilized by the operator.

12. SANITIZERS AND WIPING CLOTHS

Chlorine bleach or another approved sanitizer shall be provided for dishwashing and wiping cloths. Sanitizing solutions shall be of an appropriate concentration, such as a solution of 1/2 to 3/4 of a teaspoon of ultra bleach per gallon of water (100 ppm). Wiping cloths shall be provided for wiping counters, tables and other food contact surfaces. Cloths shall be rinsed frequently and stored in a clean 100 ppm chlorine sanitizer solution or equivalent between uses. Sanitizing solution shall be changed as needed to maintain the solution in a clean condition.

13. WASTE WATER AND GARBAGE DISPOSAL

Waste water must be disposed of in an approved manner. Water or melting ice shall not create a wet or muddy area around the stand. An adequate number of trash or garbage containers shall be provided at each stand. It shall be the responsibility of the food stand operator to keep the area around their stand free of food scraps, paper and other trash.

14. STAND CONSTRUCTION

Stands shall be constructed to protect food and shall include overhead shelter. If required, side screening shall be provided to protect from insects, dust, and weather. If required, floors shall be constructed of wood, asphalt, rubber or plastic matting to control dust, mud, and insects. Adequate lighting shall be provided, and lights above exposed food preparation areas shall be shielded or shatterproof.