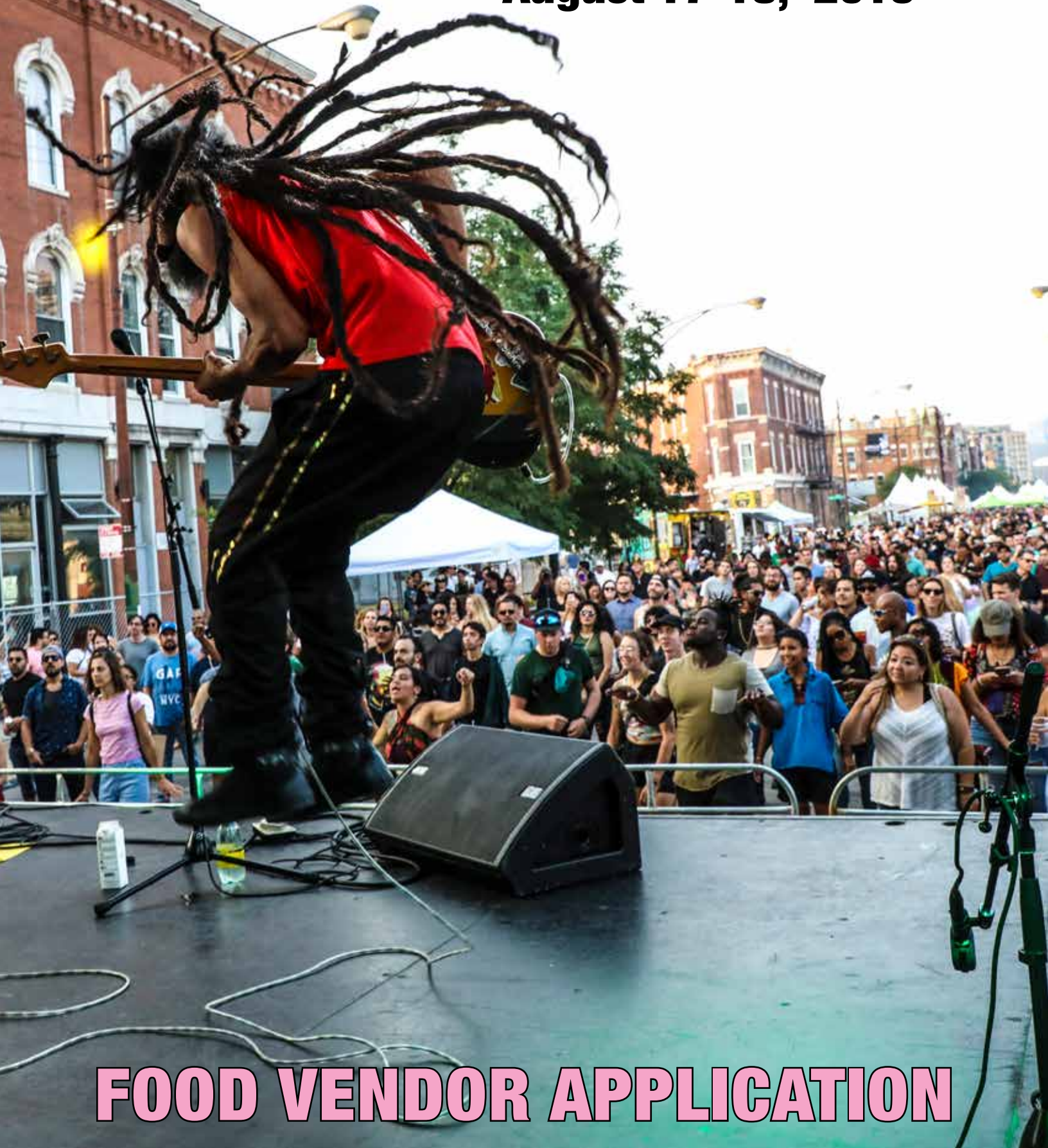


PILSEN FEST™

August 17-18, 2019



FOOD VENDOR APPLICATION

PILSEN FESTTM

PARTICIPATION FEES

Pilsen Fest 2019 will take place on Saturday August 17th and Sunday August 18th, 2019 in the Pilsen neighborhood of Chicago. This annual fest will be take place at the intersection of Blue Island and 18th Street. Pilsen Fest hours are 12:00pm to 10:00pm Saturday and Sunday.

Food vendors must comply with all City of Chicago rules and regulations.

- ♦ **\$1,200.00** One 10ft by 10ft Space.
- ♦ **\$600** for each additional adjacent 10ft by 10ft space.
- ♦ **\$300.00** for each tent (10ft X 10ft), includes weight.

For Safety and Sanitary reasons, Pilsen Fest requires all food vendors to provide food grade standard tent. Proof required.

VENDOR FEE DUE BY JUNE 1ST, 2019

(Fees include City of Chicago permit. Washing stations and power will be provided.)

Name of Participating Vendor (Name displayed on Booth): _____

Contact Person: _____

email: _____ Cel Phone: _____

Address: _____

City and State: _____ Zip Code: _____

Sponsoring Vendor (Name submitting on City Application): _____

email: _____ Telephone: _____

Signature: _____ Date: _____

It is expected that vendors will participate BOTH days of the festival. Vendors must bring their own tables, chairs, extension cords and lighting.

Only complete applications will be considered, Pilsen Fest reserves the right to reject any application. All vendor application fees are non-refundable,

Vendors are responsible for basic clean up of their respective areas and grease disposal.

Fee is none refundable. Initials _____

Form of Payment for booth at festival.

Cash: _____ Check: _____ (Must be payable to Pilsen Fest) Credit Card: _____



CHICAGO DEPARTMENT OF CULTURAL AFFAIRS AND SPECIAL EVENTS SPECIAL EVENT PERMIT APPLICATION

SPECIAL EVENT FOOD SINGLE EVENT LICENSE APPLICATION

PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

THIS FORM MUST BE SUBMITTED 20 CALENDAR DAYS PRIOR TO THE EVENT

FEE: \$ 75.00 PER VENDOR. MAKE CHECKS PAYABLE TO THE CITY OF CHICAGO.

Please type or print clearly. Application will be returned if not completed in its entirety.

EVENT INFORMATION:

Name of Event

Address of Event

Date(s) of Event

Hours of Event

Name of Event Sponsor

Event Coordinator

Phone Number

VENDOR INFORMATION:

Name of Food Vendor

Contact

Phone Number

Department of Business Affairs & Consumer Protection BUSINESS ACCOUNT NUMBER (6 digits) _____

If you do not know your account number please phone (312) 74-GOBIZ.

If you do not have a City of Chicago Department of Business Affairs & Consumer Protection account number, you will need to complete the City of Chicago Business Information Sheets on pages 26 & 27 of this packet or visit www.cityofchicago.org/businessaffairs.

Address of Food Vendor

City

Zip Code

Summer Festival Food Vendor Sanitation Certificate Number

Each event requires a Certified person at each booth at all times food is handled.

Print Name: _____ Title: _____

SIGNATURE (*Must be signed by an owner or officer) _____ Date: _____

List the name and address of the licensed kitchen or food establishment to be used for the initial food preparation and storage of equipment (where food is to be actually prepared and equipment is sanitized and stored). Food or equipment may not be stored in the home (**Attached signed Affidavit**)

Describe the method of transporting food and the temperature it will be held at the event site (i.e. refrigerated cold storage containers, refrigerated vehicle capable of maintaining temperatures of 40° F or below, hot foods 140° F or above)

Describe the method of storage at the event site (i.e. commercial electrical refrigerated cold storage units, refrigerated truck capable of maintaining temperatures of 40° F or below) Hot foods must be maintained at a temperature of 140° F or above. A permit will not be issued without commercial refrigeration if there is potentially hazardous/time temperature for safety food on the menu.

Describe hand washing facilities at the food vending booth. Portable once piece self-contained hand sinks are required. A permit will not be issued without hand washing facilities.

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

All vendors must have a passing inspection dated not more than six months before the event. Non-Chicago establishments must submit their latest sanitation report from their local Health Department jurisdiction dated no more than six months before the event.

NEW>> A copy of the following must be attached to each food vendor application: (1) Site Plan, showing the layout of your booth, (2) Summer Festival Food Vendor sanitation certificates(s), (3) signed affidavit, if you received permission to use a licensed kitchen and a copy of the current health inspection must be attached to each application. Must be within 6 months. If new inspection is needed, contact the Health Department at cdphfood@cityofchicago.org

SPECIAL EVENTS MENU APPROVAL REQUEST

Must be filled out (Provide detailed information for each question). Requirements may be imposed to protect the public's health or to prohibit the sale of some or all potentially hazardous foods such as raw foods, sushi or oysters. When no health hazard exists, some requirements may be waived.

List the proposed foods and ingredients to be served at the event. You may list up to 4 items on one sheet (use back of sheet if necessary)

Food Item 1

Food Item 2

Food Item 3

Food Item 4

List source where items will be purchased (Name, Address, Phone Number . . . retain all receipts for inspection)

Food Item 1

Food Item 2

Food Item 3

Food Item 4

List any equipment that may be used at the event in the preparation of food or beverages (i.e. mixers, blenders, etc. include drawings & specifications)

Food Item 1

Food Item 2

Food Item 3

Food Item 4

Describe the method of cooking at the event: (ie, fry, bake, etc.)

Food Item 1

Food Item 2

Food Item 3

Food Item 4

> ALL QUESTIONS MUST BE ANSWERED OR APPLICATION WILL BE DENIED <

PILSEN FEST™

CONTACT US

Pilsen Fest uses music, theatre, poetry, food culture, handcrafts, educational seminars, and the arts as a means of promoting and preserving Pilsen's rich cultural heritage. Recognizing the historic and cultural value that the Pilsen neighborhood holds for Latino/Mexican Chicago, the Pilsen Fest uses the arts to expose Chicago to the local and national artistic talents and to embrace the history and community pride that Pilsen represents for the diversity of Chicago as a global city. To get in contact, call us:

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