

New Prague Chamber of Commerce
P.O. Box 191
101 East Main Street
New Prague, MN 56071
952.758.4360 fax 952.758.5396
info@newprague.com



May 2010

Re: Dožínky® Food Vendor Registration

Dear Vendor,

The New Prague Chamber of Commerce is excited to put on our annual Classic Car Cruise and Dožínky® festival on September 17 and 18, 2010.

As you may know, the Classic Car Cruise showcases 400 vintage show-worthy automobiles. They cruise down historic Main Street and the evening is capped off with a street dance. Saturday is Dožínky®, featuring the Parade of Farm Pride at Noon and followed by a leisurely afternoon of arts and crafts, ethnic food and music, historic displays and demonstrations. Each year, we anticipate more than 15,000 festival-goers over the entire weekend.

We hope you'll join us in making this a success. We've enclosed Vendor Guidelines which include our pricing and rules and regulations. As a reminder, you will need to file for a temporary food permit with the Le Sueur County Health Department, which charges an additional \$50 fee. Information on the food permit is also enclosed.

You must supply your own electricity and water. The vendor committee will approve and assign booth spaces on a first come first serve basis. If you have a request for a certain booth space, you must let us know IMMEDIATELY. We will do our best to honor everyone's needs.

If you have any questions regarding our fabulous Dožínky® festival or Classic Car Cruise, please don't hesitate to contact us at the New Prague Chamber of Commerce at 952-758-4360.

Thank you!

A handwritten signature in black ink that reads "Kristy Mach".

Kristy Mach
Executive Director

A handwritten signature in black ink that reads "Kelly Connelly".

Kelly Connelly
Office Assistant

New Prague Chamber of Commerce
CLASSIC CAR CRUISE AND Dožínky®: SEPTEMBER 17 and 18, 2010
FOOD AND BEVERAGE VENDOR GUIDELINES

- Cruise Night vendors may begin setting up at 4 p.m. and must close by 1 a.m. Main Street closes at 5:30 p.m.; Cruise begins at 6:30 p.m. Please do not obstruct traffic when setting up your booth. Dožínky® food booths must be open for service by 10:00 a.m. and remain open until 5:00 p.m.
- The Dožínky® Committee will assign booth space and give approval of food items in the order in which complete applications, including payment, are received. If you have a request for a certain booth space, you must let us know IMMEDIATELY. We will do our best to honor everyone's needs. We have limited space for trailers. Final details will be sent in September. Booths are primarily placed on city sidewalks. **Your booth should allow space for patrons to pass in front of you on the sidewalk.** The sidewalk area is 10 feet in depth (from building to the street). You must describe your booth/unit **in detail** on the application. All booths must be self-standing – no stakes.
- If your group has liability insurance, please furnish us with a certificate of insurance. If you do not, we want you to be aware that the **Chamber's insurance does not cover your booth.**
- Your group will be responsible for full clean up of your booth area. We have experienced some problems in the past with booths leaving an area unclean after use. Please remember that each business along Main Street is gracious in the use of their space, and you will be responsible for leaving the area clean.
- **You must supply your own electricity and water.**
- The New Prague Chamber of Commerce reserves the right to limit the number of vendors selling the same type of food.
- If you do not follow the rules, you may not be allowed back in future years.
- THE EVENT IS HELD RAIN OR SHINE AND NO REFUNDS WILL BE GIVEN FOR NO SHOWS
- NO REFUNDS FOR CANCELLATIONS WILL BE GIVEN AFTER SEPT. 1, 2010.
- Please read all information carefully, and fill out the registration (attached) as well as the health department temporary food service license application. **All forms must be filled in completely.**

Return these forms to the Chamber office by July 1, 2010.

2010 Fee Schedule

Dožínky®

New Prague Chamber Members & Non-Profit Groups

\$150.00 *

All Non-Chamber Member Businesses

\$350.00

CRUISE NIGHT

Chamber Members & Non Profits \$150.00

Non-Members \$350.00

THE NUMBER OF BOOTHS ARE LIMITED

*** Chamber dues must be current to receive member discount!**

CRUISE NIGHT & Dožinky® 2010 FOOD & BEVERAGE BOOTHS REGISTRATION

Mail to:

New Prague Chamber of Commerce, P.O. Box 191, New Prague, MN 56071 (952) 758-4360

Name of Food Applicant (organization, business) _____

Contact Person _____ Phone _____
(Where you can be reached on Dožinky® weekend)

Address _____ City _____ Zip _____ Phone _____

E-Mail Address _____

Please describe booth set up (tent, tables, etc.) and minimum size requirements (including height):
Booths spaces are 12' wide x 9' deep. **Please note if you are bringing a trailer to this event; space is limited.**

Dožinky® REGISTRATION

- Food to be sold: 1. _____
2. _____
3. _____

Fee Category: (check only one)

1. _____ Chamber of Commerce Members or Non-Profit Groups or Individual (\$150.00)
2. _____ Non-Chamber Member Business, (\$350.00)

CRUISE NIGHT REGISTRATION

- Food to be sold: 1. _____
2. _____
3. _____

Fee Category: (check only one)

1. _____ Chamber members or Non-Profit Groups (\$150.00)
2. _____ Non-Chamber Members (\$350.00)

ALL APPLICATIONS ARE SUBJECT
TO APPROVAL BY THE Dožinky®
COMMITTEE

DOŽINKY® IS HELD RAIN OR
SHINE – NO REFUNDS WILL BE
GIVEN DUE TO INCLEMENT
WEATHER

YOU ARE NOT CONSIDERED
REGISTERED UNTIL WE
RECEIVE YOUR PAYMENT AND
ALL FORMS ARE COMPLETED
AND RETURNED