



Monticello Avenue Street Festival

Food Vendor Guidelines & Application

Purpose: Jackson Hill Main Street Management Corporation is pleased to host its sixth street festival on **Saturday, September 14, 2019 from 12:00 p.m. to 6:00 p.m.** Rain date will be the following Saturday on September 21, 2019.

Location: Monticello Ave between Communipaw Avenue and Jewett Avenue, Jersey City, NJ 07304

Registration: Each vendor shall fill out the enclosed application and return it to the Jackson Hill Main Street Office with a fee of \$100.00. **NO REFUNDS WILL BE MADE FOR APPLICATIONS THAT HAVE BEEN ACCEPTED BY THE OFFICE OF JACKSON HILL MAIN STREET MANAGEMENT CORPORATION.**

- Vendors:**
- Vendors can be individuals, for profit or not for profit organizations.
 - Individual vendors will be allotted a 10x10 area for their setup and display. Festival WILL NOT provide tables and chairs; that is the responsibility of the vendor.
 - Booth location assignments will be made by the Office of Jackson Hill Main Street so that an appealing mix of merchandise is created throughout the festival site.
 - Jackson Hill Main Street reserves the right of final selection of all food vendors. All merchandise is subject to approval and items/services not previously approved and listed and listed on application are not allowed.
 - The use of a space is restricted to the vendor to which it is assigned.
 - The Jackson Hill Main Street Festival is a non-political event and political statements and propaganda will not be allowed to be presented, sold or displayed. We do not endorse the gathering of signatures on a petition or any activity to disseminate or promote political or personal beliefs. Any vendor in violation will be immediately asked to leave festival grounds.
 - All booths must be open and staffed during hours of the event.
 - Vendors and their helpers must exhibit professional behavior at all times.
 - All booths and concessions must respect the overall family theme of Jackson Hill Main Street Festival.
 - All booths and concessions must remain intact until the Street Festival closes.
 - No smoking in booths or concessions. No pets allowed.
 - No radios or TV's are permitted.

Setup: All vendors are required to setup between **10 am – 11 am**. Late arrivals will be subject to random placement OR not allowed to setup, no refund for this action. **Please be advised that cars will not be permitted on the street after 11:30 am due to the street closure.**

Identification: Each booth should be decorated with an identifying sign, poster, or banner and/or business cards. Vendors should make every effort to post prices that are easily readable.

Permits/Food License

Food Vendors with established Restaurants or Licenses to Vend within Jersey City need not apply for the One-Day Food Permit. You must provide a copy of your food license with this application a copy must be prominently displayed at your booth or food truck during the festival.

To obtain a [One Day Food Vendor License](#) you must go the following:

JC Division of Health

City Hall Annex, 360 Martin Luther King Drive
Jersey City, NJ 07305

- Payment for One Day License is \$25.00.
- Payable by **Check, Cash or Money Order. No Credit Cards Accepted.**
- Make Payable to Jersey City Division of Health
- Payments Accepted between the hours of 8:00 a.m. – 2:30 p.m. No Exceptions.
- Vendors **MUST** Bring a Copy of their JHMS Food Vendor Application when applying for Food Permit.

A copy of all applicable permits must be submitted to our office and your booth needs to have copies on display during the event. Inspectors from these agencies may be present during the Fair. Jackson Hill Main Street Special Improvement District will not provide refunds for your failure to show documents or for non-compliance with any Health Department, ABC, or Fire Department requirements.

Any vendor cooking with open flame **must** obtain an **OPEN FLAME PERMIT** from the Jersey City Fire Department, 465 Marin Boulevard Jersey City, NJ 07302. The cost for this permit is **\$125**.

Security : The Jersey City Police Department will provide security throughout venue during festival.

Liability: The office of Jackson Hill Main Street assumes no responsibility for loss or damage to any work, display or materials at the site.



Jackson Hill Main Street Festival

Saturday, September 14, 2019

Food Vendor Application

Complete the application, enclose payment & return to 99 Monticello Avenue, Jersey City, NJ 07304 by
Friday, August 30, 2019

Contact Information:

Please type or print clearly

Business Name: _____

Representative: _____

Business Address: _____

Phone: _____ Fax: _____

Email: _____

Food Description: Please describe the type of cuisine you will be selling and display (booth or truck).

Form of Payment:

Check

Money Order

Paypal

Cash will not be accepted.

PLEASE READ THE FOOD VENDOR GUIDELINES ON THE PREVIOUS PAGES.

I have read the vendor guidelines for the Jackson Hill Main Street Festival and agree to abide by said rules and by decisions pertaining to booth space, merchandise approval, etc.

Printed Name: _____ Date: _____

Signature: _____

Please mail payment and application to the following address:
Jackson Hill Main Street, 99 Monticello Ave, Jersey City, NJ 07304