



March 26, 2008

Dear Vendor,

The Inkster Downtown Development Authority, The City of Inkster, and Inkster Summerfest Committee "2008" will be hosting The Summer Jazz Fest during the weekend of July 12<sup>th</sup> and 13<sup>th</sup>, 2008. The Summer Jazz Fest will be held in downtown Inkster on Inkster Road North of Michigan Avenue. The Inkster Summerfest, a community sponsored event, exposes our youth to positive images, is widely attended family event which has been combined with the "Jazz on the Ave" festival, sponsored by the Inkster Downtown Development Authority. This new alliance allows us to offer something for everyone: attractions for the kids, entertainment, food, merchandise, vendors, fireworks and much more.

*The Inkster SummerFest is celebrating its 10<sup>th</sup> year anniversary. This year we will offer a special incentive for our loyal vendors. We could not have made it through the years without you. In honor of those vendors that have been faithful over the past 10 years, we are making a special offer. If you would like to continue being a vendor please complete the enclosed loyal vendor application. The **Loyal Merchandise vendor's fee is \$100** and the **Loyal Food vendor's fee is \$150** (money orders only). The fee for new merchandise vendor's fee is \$175 and new food vendor's fee is \$200. The vendor application fee will entitle you to set up your booth and sell your goods at the festival. All booth spaces are 10 feet by 10 feet, no electrical outlets will be provided. **All proceeds you receive remain your profit.***

**All city permits have been waived, however, food vendors are required to obtain a permit from the Wayne County Health Department. Please contact the Health Department: Health Administration Building, 33030 Van Born, Wayne, MI 48184, Ph: 734-727-7000. Food vendors must pass an inspection from the Wayne County Health Department before food products can be sold.**

**All payments must be made prior to the event. Forward money orders made payable to the "City of Inkster". Please address mail to: Attn. City Manager Joyce Parker, 26215 Trowbridge St, Inkster, MI 48141. If you have any questions, please contact Tia Wells @ 734-925-2016. Visit us on the web: Cityofinkster.com**

**\*\*\*PROOF OF YOUR LICENSES MUST BE ATTACHED TO YOUR SHELTER PRIOR TO THE EVENT. Merchandise vendors must be present by 10:00 a.m. and food vendors 9:00 a.m. Any Certificate of Insurance must be provided to the City prior to the event.**

Sincerely,

Mayor Hilliard L. Hampton, Jr.

Joyce A. Parker – City Manager

Ruth E. Williams, Inkster Summer Fest

**INKSTER SUMMERFEST "2008"  
FOOD VENDOR APPLICATION  
JULY 12<sup>th</sup> & 13<sup>th</sup>, 2008**



**BUSINESS NAME:** \_\_\_\_\_

<b>VENDOR NAME:</b>	<b>ADDRESS:</b>
<b>PHONE:</b>	<b>ALTERNATE PHONE:</b>

**FOOD VENDOR LIST (YOU MAY SELL ONLY THOSE GOODS LISTED)**

MAIN FOOD:	BEVERAGES:	SIDES & SWEETS:

**\*\*\*PROOF OF YOUR LICENSES MUST BE ATTACHED TO YOUR SHELTER PRIOR TO EVENT. FOOD VENDORS ARE REQUIRED TO APPLY FOR A TEMPORARY FOOD ESTABLISHMENT LICENSE with the Wayne County Health Department (Health Administration Building, 33030 Van Born, Wayne, MI 48184, Ph: 734-727-7000). (NO EXCEPTIONS) All vendors must be present at 8:30a.m. on Saturday, July 12, 2008 to set-up for the County health inspection. No food vendor will be allowed to set-up after 9:30a.m. on July 12, 2008. ANY CERTIFICATE OF INSURANCE MUST BE PROVIDED TO THE CITY PRIOR TO THE EVENT. You will forfeit your application fee if you do not meet these requirements.**

**PLEASE NOTE THAT NO ELECTRICAL OUTLETS WILL BE PROVIDED!!**

COST OF **SPACE: 10' X 10'** FOR (2) DAYS: JULY 12<sup>th</sup> & 13<sup>th</sup>, 2008  
WILL BE \$ 200.00 for Food vendor (money orders only)

**NO REFUND POLICY**  
*(Please Read Carefully)*

THERE WILL BE NO REFUND IF THERE IS A CANCELLATION AT ANY TIME PRIOR TO THE DATE or DURING THE EVENT LISTED IN THIS APPLICATION.

NUMBER OF BOOTH(S) DESIRED # \_\_\_\_\_ Only 1 set-up per booth

**AMOUNT: \$** \_\_\_\_\_ **DATE:** \_\_\_\_\_ **RECEIPT #** \_\_\_\_\_

I HAVE READ ALL OF THE ABOVE INFORMATION AND UNDERSTAND THE **NO REFUND POLICY**. I FURTHER UNDERSTAND THAT THE *CITY OF INKSTER, THE INKSTER SUMMERFEST, OR THE DOWNTOWN DEVELOPMENT AUTHORITY* WILL NOT BE HELD LIABLE FOR ANY ACCIDENT OR PROPERTY WHICH MAY BE STOLEN OR DAMAGED.

**SIGNATURE OF VENDOR/VENDOR'S AGENT** \_\_\_\_\_

**DATE** \_\_\_\_\_

**PLEASE MAKE MONEY ORDERS PAYABLE TO: CITY OF INKSTER**  
**(ATTN: City Manager Joyce Parker, 26215 Trowbridge, Inkster, MI 48141)**  
**If you have any questions, please contact Tia Wells @ 734-925-2016**

DEADLINE FOR APPLICATION: FRIDAY, JUNE 13, 2008 (THERE WILL BE NO EXCEPTIONS)