

2011 Festival Details

The Belvedere – Fifth and Main streets
Fri., Sat., and Sun., Sept. 2 - 4, 2011
11 a.m. – 11 p.m.

Important Deadlines & Dates

Regular Price Space - Friday, June 22

Late Price Space- Friday, July 29

Vendor Confirmation
and Acceptance Pack- Monday, Aug 8
ets Mailed Out-

Food Vendor Training- Wednesday, Aug 17

Additional Questions

Additional questions on WorldFest policies
please contact Amanda Clephas at
(502) 456-3278 or by email
Amanda.clephas@louisvilleky.gov

Please mail completed applications
and payments to:

2011 WorldFest
Special Events Office
Attn: Monica Sheckles
527 W. Jefferson Street
Louisville, KY 40202
(502) 456-3278 • (502) 456-8136 (fax)
www.worldfestlouisville.org

Rules and Regulations

All food vendors must have a certificate
of insurance with \$1,000,000 minimum
general liability naming Louisville Metro
Government as additional insured.

All Vendors must be registered and in
good standing with the Louisville Reve-
nue Commission prior to payment.

Kentucky Department of Revenue Services
imposes a 6% sales tax on all retail sales
made within the Commonwealth. If you are
selling food or merchandise during the festi-
val, you **MUST** fill out a Tax Remittance
Form and return it to the Kentucky Depart-
ment of Revenue Services.

Vendors must bring their own clip lights to
illuminate their booth during evening hours.
These can be purchased at any local hard-
ware store.

WorldFest continues rain or shine, so
please keep yourself up to date on the pre-
dicted weather during the festival and bring
appropriate weather related gear to the
event.

WorldFest is not responsible for lost, stolen
or damaged goods.

NO REFUNDS will be given after applica-
tion is accepted. There is a \$50 fee for re-
turned checks.

Space assignments are made at the discre-
tion of the event staff unless space has
been reserved

Vendors must remain open 11 a.m. – 11
p.m. all days.



Mayor Greg Fischer
Louisville Metro Council



September 2 - 4, 2011
Labor Day Weekend



Downtown Louisville
The Belvedere
www.worldfestlouisville.com

*"Selected as one of Southeast Tourism
Society's Top 20 Events"*



OFFICE FOR GLOBALIZATION

35° 15' N | 85° 45' W
LOUISVILLE, KENTUCKY, USA



2011 WorldFest
527 W. Jefferson Street
Louisville, KY 40202

2011 WorldFest Vendor Application

Name of Primary Contact: _____

Booth Name: _____ Country Represented: _____

Primary Phone: _____ Cell Phone: _____

Email Address: _____ Website: _____

Mailing Address: _____ City: _____ State _____ Zip _____

Have you been a vendor at WorldFest before? Yes _____ No _____

Louisville Revenue Commission Number (six digits): _____

Payment Type: _____ Money Order _____ Credit Card _____ Check _____

Booth Space Reference (please circle or indicate which booth is applicable to you): _____

	Regular Application Friday, June 22	Late Application Friday, July 29
Food Booth	\$675	\$775
Craft Booth	\$300	\$400
Information Booth Non-Profit Organization	\$150	\$200
Information/Display Booth For-Profit Organization	\$1,500	\$1,875
Reserve your 2010 location - Paying this upgrade fee is the only way to ensure your location.	\$175	\$225

I will bring my own portable unit/trailer: ___Yes ___No

Weight: _____ lbs. Dimensions: _____ x _____ Serving Side: Front / Back / Side

(*Cost will depend on the size and location of the unit. Standard 10X10 side serving units may be subjected to additional fee)

Electrical Needs: ___Yes ___No

Please list the types of *all* electrical appliances you will be bringing (refrigerator, freezer, etc.).

PLEASE NOTE: MAXIMUM POWER PER VENDOR IS 50 AMPS.

Electrical Equipment	Watts	Volts	Amps	120V	240V

Vendors must bring two 100' heavy-duty outdoor extension cords.

Water Access: ___Yes ___No

Vendors needing access to water must bring 100' of outdoor hose, a three-way splitter and a nozzle.

Vendor Information

WorldFest is the region's premier international festival, attracting more than 100,000 attendees during the now three-day event. This annual festival located on the Belvedere in downtown Louisville occurs Labor Day weekend.

The event features local, regional and national entertainment, quality arts and crafts, a wide variety of international foods, Parade of Cultures, Children's Activities and naturalization ceremony.

Vendor Setup

Vendors receive a 10' x10' space to setup their booth. If you are bringing your own portable unit/trailer cost of location will depend on size.

WorldFest does provide (1) 10' x 10' pop-up tent, (2) chairs and (2) 8' tables and a sign. If you would like additional tables or chairs they can be rented for an additional charge. Any vendor caught taking another vendors tables and chairs will be asked to leave.

Vendors are not allowed to setup behind, in front or to the side of designated location.

Juried Information for Vendors

All applications for 2011 will be reviewed to ensure consistency with the purposes and objectives of the festival as stated in the rules and regulations and to ensure few, if any duplications. Credit cards will not be charged until juried booths are selected.

Food Vendor

Food vendors are required to submit a proposed menu with pricing with their application. Approved menu items will be confirmed with vendor, therefore menu items are not allowed to be changed before or during the festival.

A \$25 Louisville Metro Department of Public Health and Wellness temporary food service permit is required for food vendors. The permit application must be filled out and returned to the Health Department at 400 East Gray Street, Louisville, KY 40202. The Health Department will issue the permit.

Food vendors are also required to attend a food service training which will be Wednesday, August 17 at 9 a.m. at Memorial Auditorium at 970 South 4th Street.

If you have questions regarding the food service permit or training session, please contact Scott Nethery or a Food Hygiene Staff member at (502) 574-6520.

All food vendors must provide a Type K portable fire extinguisher. Booths without an extinguisher will be shut down until vendor is in compliance.

Roofing paper will be required for all food vendors using appliances that produce grease and or any other bi-product. Roofing paper must cover the entire booth area and serving line.

Please see rules and regulations for insurance information.