



Dear 2023 Juneteenth Street Festival Vendor,

On behalf of the Milwaukee Juneteenth Vendor Committee would like to thank you in advance for your participation. This year's theme is "I Am Juneteenth" and we want everyone to be involved in Juneteenth because this is an historical holiday for all.

We appreciate you for being a part of making history as Northcott Neighborhood House presents the 52<sup>nd</sup> Juneteenth Street Festival. We are excited with your participation and look forward to another successful Juneteenth holiday experience. This year there is a **Juneteenth Early Bird Registration opportunity, with a \$50 discount up to April 1, 2023. Please take advantage and get involved early and save \$50.**

The deadline for all vendor application and fees is Friday, June 9, 2023. Once the Juneteenth President and myself, review your information; you will receive an email confirmation. Vendors should know the space is 12 X 12. There will be a 2023 Juneteenth Vendor meeting at Northcott Neighborhood House, we will send you the date and time, as we get closer to June 19, 2023. Once again, we thank you and have a blessed and safe day!

Warm regards,

*Tony A. Kearney, Sr.*

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Northcott Neighborhood House Executive Director & Juneteenth President

*Vanessa Johnson*

*Adeline Hooker*

*Bria*

*Grant*

Vanessa Johnson

Adeline Hooker

Bria Grant

Juneteenth Vendor Committee

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## "I AM JUNETEENTH"

### 2023 Juneteenth Vendor Application, Rules, Agreement & Checklist

Check Out the New Website [Juneteenthmke.org](http://Juneteenthmke.org)

**Set-Up 6am-8:30am**

**Festival 9am-4pm**

Company Name:		
Address:		
City:	State:	Zip Code:
Contact Person:	Phone Number:	Email:

### Please Check One Area:

Food Booth \_\_\_\_\_ **(Food Vendors Must Have the Temporary Food Stand Permit from the City of Milwaukee Before the Juneteenth Vendor Application Submission)**

Novelty Booth \_\_\_\_\_ Community Resource Information \_\_\_\_\_ Truck \_\_\_\_\_

What items will you feature & please share the price range?

### Vendors Will Be Placed on A First Come, First Serve Basis

**Juneteenth Early Bird Special Fee and Application received by April 1, 2023**

Vendor Booth: **\$225** \_\_\_\_\_ Truck Space: **\$325** \_\_\_\_\_ Corporate Booth **\$450** \_\_\_\_\_

**Fees Paid April 2, 2023 to June 9, 2023**

Vendor Booth: **\$275** \_\_\_\_\_ Truck Space: **\$375** \_\_\_\_\_ Corporate Booth: **\$500** \_\_\_\_\_

Have You Been a Vendor Before? \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, where was your booth located?

**Acceptable Forms of Payment: Debit/Credit Card (to pay online go to [Juneteenthmke.org](http://Juneteenthmke.org) and press donate button and place in notes your payment is for your organization's Juneteenth vendor fee), money order and/or check.**

**(Cash payment can be made at Northcott Neighborhood), Application Completion: Please complete the application, COVID-19 Responsibility Agreement and pay the vendor fee, (No Refunds).**

Name (Printed): \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_





## "I AM JUNETEENTH"

### 2023 Juneteenth Vendor Rules & Agreement

- Please be aware of the weather forecast and plan accordingly, Juneteenth occurs rain or shine.
- Vendors can begin setting up their booth at 6:30am. Vendor booth need to be set up by 8:30am and vehicles removed from the street. No vehicles will be allowed on the streets after 8:30am.
- The event begins at 9am and ends at 4pm.
- The breaking down time is at 3:30pm the festival ends at 4pm.
- Vendors space is 12 X 12; vendors must bring their own tents, covering, tables, display stands, tablecloths, chairs, change/coins/bills, generators and other items needed to successfully operate for the event.
- All vendors are responsible for cleaning up their area which includes, charcoal, grease and litter from their booth site.
- It is suggested that all vendors and team members wear mask and practice social distancing, if the COVID-19 level is risky.
- All vehicles will be towed, if found on the grounds in nearby alleys at the owner's expense.
- All vendors will stop selling and passing out information at 3:30 p.m.
- The Milwaukee Health Department and/or Police have the right to close down, if you do not have a permit.
- The Milwaukee Police Department reserve the right to escort vendors from the festival, if they are not in compliance with Juneteenth Festival Rules.
- Please make sure your list of items you are selling were correctly reflected on your application.
- All listed items must be reviewed and approved by the Juneteenth President; to be permitted to be sold.
- Juneteenth Day Street Festival will not allow anything to be sold with vulgar, offensive language or gestures. This includes t-shirts, pictures, mugs, posters, audiotapes, etc.
- WE WILL NOT ACCEPT YOUR FOOD VENDOR APPLICATION, if you do not have the permit from the City of Milwaukee.
- Food items require a specific permit from the City of Milwaukee Health and Licenses Department; it is your responsibility to get your permit. The phone number is 414.286.2238.
- Food vendors, please read over the City of Milwaukee Health Guidelines.
- Vendors agree not to reassign, sublet or share any part of its assigned space with any individual, organization or group.



## "I AM JUNETEENTH"

### 2023 Juneteenth Vendor Rules & Agreement (continued)

- Any vendor who sublets or sells space will be removed from the Juneteenth festival grounds and all fees will be forfeited and they will not be allowed to participate in future years.
- All vendors will be assigned a specific location, you will be notified via email.
- All site assignments will be given out at the Juneteenth Vendor Meeting. Date to be Determined.
- Applications are subject to approval by President of the 52nd Anniversary Juneteenth Festival.
- Juneteenth Day Street Festival reserves the right to reject applications from concessionaires who have not followed our rules, in prior years.
- All vendors must pre-register and have the vendor application, COVID-19 agreement signed and paid in full. ***This fee is non-refundable, no exceptions.***
- Electricity and WIFI are not supplied for this event.
- All vendors must bring trash bags and trash containers to set up near their booth, again vendor's areas must be kept clean throughout the day.
- Due to COVID-19 protocols, booths will be spaced apart and will be confirmed with the following criteria fulfilled.
  
- I, \_\_\_\_\_ (your name) hereby agree to indemnify and hold harmless the Northcott Neighborhood House, 2460 N. 6<sup>th</sup> Street, Milwaukee, Wisconsin 53212 and, its agents, volunteers and officers from any loss, liability, damage or costs, including court costs and attorney fees, that they may incur due to my participation in said activity, whether caused by negligence of Vendor/Releaser or otherwise. I understand that the Northcott Neighborhood House, does not provide any insurance coverage for vendor participants for any circumstances arising from their participation in this event or any activity associated with or facilitating that participation. I agree to abide by all of the 2023) Juneteenth Vendor Rules, once this application and agreement are signed, please keep a copy of all signed documents for future reference.

**Name (Printed):** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_





## **“I AM JUNETEENTH”**

### **2023 Juneteenth Vendor Checklist**

#### **What is needed for 100% compliance to be a 2023 Juneteenth Vendor**

- COVID-19 Agreement signed and dated
- Completed Juneteenth Vendor Booth or Truck Booth Application.
- Vendor Fee Paid in Full (100% Payment)
- Temporary Food Stand Permit must accompany all vendor food applications; from the City of Milwaukee Health Department.
- Vendor application approved and reviewed by the Northcott Neighborhood House Executive Director & President of Juneteenth, Tony A. Kearney, Sr.
- All Juneteenth Vendors are required to attend the Juneteenth Vendor meeting
  - a. Juneteenth Vendor Chairman, Vanessa Johnson and her team will provide important information and updates.
  - b. Northcott Neighborhood House team, and the City of Milwaukee Health Department and Milwaukee Police Department will also be present to answer questions.
- All paperwork and payment are due as soon as possible, no vendor applications will be accepted after Friday, June 9, 2023.