



Dear Food Vendor:

Now that it is starting to warm up and we are thinking of spring, let's start to plan our summer activities as well. Have you asked yourself, "What's cooking in Charlottesville this summer?" Hopefully, the answer is **you** and you will be doing it at the **21st Annual African-American Cultural Arts Festival!** This year's festival committee is busy planning the upcoming festivities. The festival will be held in Charlottesville at Booker T. Washington Park on Saturday, July 31, 2010 from 10:45 - 6:00.

The vending space is **10'x10'**. Electricity **will not** be provided and you will need to provide your own tables and chairs. The registration fee is **\$225.00**. If you require more than one space in order to set up your area, please plan to pay for more than one space.

All food vendors will be assigned spaces in a "food court" area. **Food vendors will be limited.** Spaces will be assigned as registration forms and fees are received. Some of you have been with us for a number of years and are usually in a particular area. If you want to guarantee that you are assigned "your usual spot", submit your registration form and fees as soon as possible. The deadline for registration and fees for all vendors is **June 19, 2010**. A **\$25 late fee** will be assessed after the deadline. Space is not guaranteed after the deadline **and there will be no onsite registration**. Receipt of your fee and registration form will be confirmed via email or phone.

As you are probably aware, you are required to apply for a temporary food establishment permit which has a fee. Please Google Thomas Jefferson Health District and then click on environmental health. You will find the application there. Please do not send the application fee to me. Send it with your food permit application to the health department. Those of you with mobile units have different requirements with the health department. I am submitting my list of **potential** food vendors to the health department on June 14.

I would like to include a little information about each vendor in our souvenir booklet this year. Please provide the information requested below. Interested in placing an ad in the booklet this year? Just let me know.

If you have further questions about the event, please contact me. Share this information with anyone who might be interested in participating. As usual, the Charlottesville community is anxiously awaiting this year's festival and I hope you will be joining us.

Sincerely,

Marie Whitten
(434) 973-8792
cvillefestival@hotmail.com

Mail your **cashier's check/money order** payable to Chihamba to:

Marie Whitten
580 Rio Road West
Charlottesville, VA 22901

Business _____

Owner(s) _____

Address _____

Phone _____ email _____

Summary of items to be sold. **This information will be placed in the souvenir booklet.**

of years you have participated in this festival _____

AACAF 2010

Date received _____

Area(s) assigned _____