



# Boston Dragon Boat Festival

[www.bostondragonboat.org](http://www.bostondragonboat.org)

## Food Vendor Application

Boston Dragon Boat Festival primarily features businesses and organizations offering goods and services that showcase Asian culture, both in its modern and traditional forms.

**Festival Date: June 9 2024 8:30am-6pm**

Please complete the application form and remit the application with payment to:

### Boston Dragon Boat Festival

437 Cherry St. C/O GBCCA, West Newton, MA 02465

- 1) **Application fee: 10' X 10' Space \$300 Food Trucks \$ 450**  
(money order or check, \$29 charges for any returned check)
- 2) **Application and payment must be received by May 1st to be considered**
- 3) Application status will be notified by email no later than May 10th
- 4) Application fee is not refundable once application have been accepted on May 10th
- 5) No guaranty of acceptance, application fee will be refunded for deferred applications

Once your application has been accepted, it is your responsibility to apply online with the city of Cambridge for your one-day food vendor permit. This must be completed by May 30th. Instructions will be provided for accepted vendors by email with your acceptance.

**Please complete the information below (print clearly):**

Business Name		Contact Name	Onsite Contact Name and phone number
Address	City	State	Zip Code
Telephone number		Cell phone number	
E-mail (print clearly)		Website	
Brief Bio/Decription of Business:			
Social Media handles:			
Culture(s) or Causes Represented by Your Services/Products			
Total Number of Years at Boston Dragon Boat Festival			



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Indicate all equipment and/or fuels that you will have on site:

**\*\* no electricity will be provided\*\***

DESCRIPTION OF FOOD ITEM	PRICE
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

All items are subject to the review and approval by the Boston Dragon Boat Committee, and by the city of Cambridge Inspection Service. Vendors are limited to selling only those items listed on the application that have been reviewed and approved, guidelines must be followed. Any violations may subject to a range of actions, including restriction or suspension of your event vending operation by the city Inspection Service (no refunds will be issued in this situation).

## Vendor Responsibilities:

1. Payment will be refunded, if out of necessity that the vendor must cancel, provided the Boston Dragon Boat Committee has been notified prior to June 1, 2024. No refunds will be given after June 1, 2024.
2. Payment should be submitted with your application.
3. Vendors are responsible for set-up, operation, maintenance and tear down of their booth area.
4. Vendors are responsible for bringing their own tables, chairs, tablecloths, and plastic covers or something to keep your merchandise dry in case of rain. THIS IS A RAIN-OR-SHINE EVENT. Tents or canopies may be used and must be secured for safety and to avoid injury or damage to property and/or patrons. Vendors are required to make immediate safety changes when directed to do so by Festival or City of Cambridge personnel.



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5. Vendors are expected to comply with all federal, state and local laws, rules and regulations, and shall have all appropriate licenses, permits and other required documentation.
6. **All space assignments are final.** Spaces are assigned based on items sold. **There will be no reassignments.**
7. Vendor must obtain general liability insurance of no less than \$1,000,000, naming the Boston Dragon Boat Festival as additional insured.
8. The vendor shall comply, and shall direct all vendor affiliates to comply with, any and all local and state regulations with respect to health and safety regulations and/or temporary orders, including, but not limited to, any regulations or orders related to COVID-19 or any other health concerns.
9. All vendor questions concerning the Boston Dragon Boat Festival 2024 should be directed to Lei Shen at [lsbostondragonboat@gmail.com](mailto:lsbostondragonboat@gmail.com). All vendors are required to complete the Vendor Survey Form and return it with their completed contract and payment.
10. Set up time is 8:30am to 10:00 am and all vendors must be completely set up by 10 am to be ready for the health inspection. It's the vendor's responsibility to bring a copy of your Temporary Food Permit and have it displayed during the event.
11. No electricity is provided, and generators are not allowed without advanced written permission.
12. Each vendor is responsible for removing ALL their own trash.

I, THE UNDERSIGNED, AGREE TO COMPLY AND ABIDE BY THE VENDOR RESPONSIBILITIES LISTED ABOVE FOR THE BOSTON DRAGON BOAT FESTIVAL.

NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

BEST WAY TO BE CONTACTED: \_\_\_\_\_

For any questions please email [vendor@bostondragonboat.org](mailto:vendor@bostondragonboat.org)

Thank you for your interest for being one of the food vendors at the Boston Dragon Boat Festival.

RETURN SURVEY, APPLICATION, PHOTOS, AND PAYMENT TO:

**Boston Dragon Boat Festival**

**437 Cherry St. C/O GBCCA, West Newton, MA 02465**