

Fairfax County 4-H Fair & Carnival
August 4th-6th, 2023
FOOD VENDOR APPLICATION INFORMATION

Frying Pan Farm Park ❖ 2709 West Ox Road ❖ Herndon, VA 20171
703-437-9101

www.fairfaxcounty.gov/parks/fryingpanpark

ENTRY REQUIREMENTS:

A completed application and menu with prices must be submitted by **(June 29th, 2023)**.

MENU & PRICES:

Please attach the menu you plan to use at the fair with the prices for each item. Your menu will be reviewed for appropriateness and overlap. You must serve the menu that is agreed upon, no additions will be allowed.

VENDING DAY/EVENT TIMES:

Big Truck Night: Friday August 4th 5pm-7pm

4-H Fair/Carnival: Saturday August 5th 10am-8pm

4-H Fair/Carnival: Sunday August 6th 10am-5pm

Each food vendor selected to participate must apply for a **Business Activity License (BAL)**. The **fee is \$75 or 15% of gross revenue**, whichever one is higher. Application details are located here:

<http://www.fairfaxcounty.gov/parks/permits>. Please make sure that you submit your BAL application no later than **July 12th**.

In addition, food vendors may require a **Temporary Food Establishment Permit*** issued by the Fairfax County Health Department. Use the following URL to apply:

<https://www.fairfaxcounty.gov/health/sites/health/files/assets/documents/pdf/forms/temporary-events-package.pdf>

EQUIPMENT:

- Vendors must supply your own tent (if used), tables, chairs, and any other equipment.
- Tents must be secured with 25-pound weights/leg.
- Electricity and water are **NOT** available.

The gate closest to the vendors will be CLOSED to incoming traffic at 9am after setting up Saturday morning. If you drive out of the park, you will have to come back in via the admission gate at the far back of the park. There is usually a long line of cars to get into the park, so be prepared to remain in the park during business hours.

IMPORTANT DATES:

June 29th	Deadline to submit application, menu & prices
July 12th	Deadline for BAL application

*not applicable to food trucks

Food Vendor Application

Frying Pan Farm Park ❖ 2709 West Ox Road ❖ Herndon, VA 20171

Business Name: _____

Primary Contact Name: _____

Secondary Contact Name: _____

Address: _____

City/State/Zip Code: _____

Phone (primary and alternate): _____

E-mail address: _____

PLEASE SELECT THE EVENT(S) YOU ARE APPLYING FOR:

Spring Farm Day

4-H Fair & Carnival

Farm Harvest Days

Other: _____

Will you be using a Generator? Yes No

Will you be using Propane?** Yes No

**Please note that a permit is required from the Office of the Fire Marshal when more than 10 gallons of propane is in use or storage. A permit application can be found here. https://www.fairfaxcounty.gov/fire-ems/sites/fire-ems/files/assets/documents/pdf/fire%20marshal/frd_069.pdf

Please list any special requests regarding space assignments, location, or date & time availability. Every attempt will be made to meet your requests, if possible

Mail completed form to:

Frying Pan Farm Park 2709 West Ox Road. Herndon, VA 20171

Attention: 4-H Fair Vendors

Or

Email to: fcmafryingpanvisitorcenter@fairfaxcounty.gov

PLEASE DO NOT SEND ANY FEES WITH THIS APPLICATION