



2019 Alive at Five Food/Craft Vendor Application

Season runs from June 5 and ends August 14 for 11 weeks



Vendor Fees Information

Deadline is April 5th

\$649 Season Vending Fee

- Applicants will be notified by April 5th if their application was accepted.
- If you are selected, your \$649 season vending fee is required by May 3rd, 2019 along with the signed contract and proper paper work (licenses, etc.). Any vendor who has not paid by May 3rd will forfeit their spot.
- Alive at Five will take place every Wednesday from June 5th through August 14th, 2019.
- Set up must be completed no later than 4:30 p.m.
- Once set up, there must be an employee or designated person attending your operation at all times in case of emergency.
- You must remain set up and open for the entire time unless you run out of food.
- You must notify DHI staff at least 24 hours before the event if you are scheduled to attend but need to cancel.
- Each vendor will be assigned a vendor spot...similar to Farmer's Market. This will be reviewed with each applicant during signing of the contract.
- Vendors are required to obtain the appropriate permits from the Lewis and Clark County Health Department: (406) 443-2582 prior to the start of the season.
- Once accepted you will be required to sign a formal contract detailing expectations.
- Downtown Helena, Inc. reserves the right to cancel the contract if variations from your application occur during the season.

Application

The Alive at Five committee reviewing applications will consider the variety of food offerings and will be selecting vendors and approving food items with that in mind. **DHI does not provide electricity.**

Food Vendor		Main Contact Name	
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Address		Phone #		Email	
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Please circle the dates you can vend

All	June 5	June 12	June 19	June 26	July 3	July 10	July 17	July 24	July 31	Aug. 7	Aug. 14
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Food/Craft items to be sold (please be specific)					
Booth/cart description					
Location limitations?					
Vending Operation Dimensions				Are you a trailer or tent? (circle word)	
Do you use a generator?	YES	NO			
Generator	YES	NO	Cook with Propane?	YES	NO

Office Use

Date Received			
Date Approved		Lewis & Clark County Permit	Y/N
Menu approved	Y/N	Notes to menu	

Submit application to: Downtown Helena Inc., Alive @ Five Food Vendor, 318 Fuller Ave, Helena, MT 59601

Direct questions to Cassidy Mercer at 406-447-1535 or CMercer@helenabid.com

Make checks payable to Downtown Helena Inc. (DHI)