



The Culture Center
1900 Kanawha Blvd., E.
Charleston, WV, 25305-0300

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EEO/AA Employer

Food Vendors

The Vandalia Gathering, a festival of traditional arts, has been held since 1977 on the State Capitol grounds. Vandalia offers two full days of traditional games in the Old-Time for Young'uns area, storytelling and a Liars Contest, as well as fiddle, banjo (old-time and bluegrass), mandolin, lap dulcimer, flat pick guitar and baking contests. The festival includes craft booths and demonstrations, traditional heritage dancing, concerts and a flat foot/square dance area.

Enclosed you will find details on set-up, guidelines, parking, electrical needs (make sure you read over the electrical section) and an application for the event. Listed below are some important dates for you to remember.

DATES TO REMEMBER

- March 2, 2018 Applications due (late applications will not be accepted)
- May 16, 2018 Mandatory Food Booth meeting at the Culture Center 11:30am
- May 25, 2018 Load in and parking 5:30 p.m. – 8 p.m.
- May 26, 2018 Load in 8 a.m. – 10 a.m.
Vending 10:30 a.m. – 6 p.m.
- May 27, 2018 Load in 8 a.m.-10 a.m.
Vending 10:30 a.m. – 5 p.m.
- June 29, 2018 20% commission due to WVDCH

If you have any questions, please contact John D. Morrison at (304)558-0220 ext. 171 or by email at john.d.morrison@wv.gov

Sincerely,

John D. Morrison
Cultural Program Coordinator



Food Vendor Application

APPLICATIONS ARE DUE MARCH 2, 2018

Late applications will not be accepted

I understand the conditions outlined in your letter of understanding for 2018 and agree to abide by the **FOOD BOOTH GUIDELINES**. Our organization agrees to provide the food and/or drinks specified in the approved menu to sell at the Vandalia Gathering May 26 - 27, 2018 on the State Capitol grounds outside of the Culture Center.

Organization Name: _____

Contact Person: _____

Telephone # (Daytime) _____ Telephone # (Evening) _____

E-mail Address: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

POWER NEEDS – Specify number of outlets and wattage/amperege.
Do not list "SAME AS LAST YEAR." Specify "NONE" if you do not need electricity.
We need SPECIFIC WATTAGE/AMPERAGE.

EXACT MENU – List ALL ITEMS to be sold from your booth during the Vandalia Gathering.
Do not list "Same As Last Year." Attach a separate sheet if necessary. Do not include prices.

Signature: _____ Date: _____

Comments: _____

NOTE: If filling out this form electronically, save and rename file when completed.

Food Vendor applications are due March 2, 2018
Attn: John Morrison, 1900 Kanawha Blvd. E., Charleston, WV 25305-0300
or e-mail: John.d.morrison@wv.gov