



## Lawrence Kansas Juneteenth Celebration 2023

<https://lawrenceksjuneteenth.org>

### Food Vendor Application for June 17, 2023

**(Setup 8:00 AM in South Park, 1141 Massachusetts Street, Lawrence, KS 66044)**

Sponsor/Business Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Mailing Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Best Time to Contact \_\_\_\_\_

Email \_\_\_\_\_

Description of Product: \_\_\_\_\_

Do you have a tent/canopy (circle one)? **YES NO**

(Cottin's Hardware and Rental at 1832 Massachusetts St. in Lawrence will give a 10% discount to anyone renting a tent for our 2022 Juneteenth Celebration.)

### The Vendor Fee for the 2023 Juneteenth Celebration is \$175.

Please complete this form and return it with your check payable to Lawrence Kansas Juneteenth Organization by **Monday April 24, 2023**. Mailing address:

Lawrence Kansas Juneteenth Organization, P.O. Box 4584, Lawrence, KS 66046

**NOTE:** By signing this application, I agree to accept full responsibility for my own products, including loss by any means or damage to inventory or person. I acknowledge that I am responsible for any insurance that I deem necessary.

I have also read the **Information for Juneteenth Food Vendors** document attached to this application and will comply with these requirements.

\_\_\_\_\_  
(Print name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**Thank you for your support!**

*Lawrence Kansas Juneteenth Organization is a 501(c)(3) non-profit organization.*

# Information for Juneteenth Food Vendors

## **Inspection Requirements for Food Vendors**

All Food Vendors who participate in events in Lawrence, KS need to contact the City of Lawrence Clerk's office for registration information.

They also need to have a current IFC 319 Mobile Food Preparation inspection. To do this please contact Jason Love, Lieutenant – Prevention Division.

[jlove@lawrenceks.org](mailto:jlove@lawrenceks.org)

[Lawrence-Douglas County Fire Medical](#) | [City of Lawrence, KS](#)

1911 Stewart Ave, Lawrence, KS 66046

785.832.3175 Office | 785.423.3677 Cell | 785.830.7090 fax

The city will also accept the Heart of America Fire Chief Council inspection certification.

If you do not already have a current license, here is the link to the Mobile Food Vendor License Application for the City of Lawrence:

file:///C:/Users/Owner/Downloads/JUNETEENTH/2022-2023%20JUNETEENTH/Vendors%202023/Mobile%20Food%20Vendor%20License%20Application.pdf

## **Food Safety Requirements**

Here are a few things that need to be available and or in place when serving the public.

1. Handwash station: hands must be washed throughout the service hours. This station needs to include running water, soap, and paper towels. No exceptions. Cloth towels are not acceptable!
2. All perishable foods (i.e., cheese, meats, and cooked vegetables) must be kept at a temperature below 41 or above 135F at all times.
3. Gloves must be worn when handling any ready to eat food items. Barehand contact is never allowed.
4. Have extra clean utensils available. Since there won't be a dish machine or 3 compartment sinks on hand; if any utensils have been dropped or used for a raw product they must be removed from service.
5. Lastly make sure all foods are protected from pests, people and the elements. Keep them covered!

If there are questions, please contact Vincent Downing at 785-207-0289.

The Kansas Department of Agriculture appreciates you wanting to be food safe for your event!!!

**Keep this page for your files.**