

(Please keep for your records)

Latin American Festival

Festival Regulations and Guidelines

1. Agreements must be received by 8/22/22 with accompanying payment (cashier's check or money order made payable to **Latin American Alliance**). Space is limited for vendors/exhibitors; therefore, agreements will be accepted on a first-come basis.
 2. Latin American Festival is a **rain or shine** event. Be prepared for rain with adequate covering for your booth. No refunds will be issued.
 3. Vendor/exhibitor spaces measure 10' x 10' (approximately). Vendors/exhibitors must bring their own equipment such as chairs, tables, tablecloths, tarps, and canopies.
 4. A Festival Representative will assign a space to each vendor/exhibitor. Vendors/exhibitors must use the space to which they are assigned. The assigned spaces are **NOT TRANSFERABLE**. Any vendor/exhibitor violating this regulation will be barred from any future event of LAA.
 5. Vendors/exhibitors must be **set up** by **11:00 am** and **must be prepared to exit** the event by **7:00 pm**.
 6. Vendor/exhibitor space must be left as it was received with no trash on the site. Vendor/exhibitor space will need to be checked by a Festival Representative **before leaving the Park**.
 7. **No alcoholic beverages** are allowed. They are strictly prohibited.
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8. The following regulations and guidelines apply almost entirely to Food Vendors.
 - a. All food vendors are asked to provide their own generator/s. There is electricity available. Water is accessible; however, there is no water hook up available.
 - b. Food vendors using cooking equipment must bring a **fire extinguisher**.
 - c. All food vendors must comply with the Pennsylvania Food Safety State regulations.
 - Required to wear sanitation gloves and hairnets
 - Required to keep cold food cold (under 40 F) and hot food hot (140 F). Thermometer on site required.
 - Keep cooking and serving area covered. All grills must have a lid on them, or be under cover also.
 - Serve food over non-cooking area.
 - All food vendors must have their tables/stands covered to the ground
 - Food vendors **MUST** be able to cook all food on site.
 - d. **A list of all food items for sale and their prices must be very visibly displayed on at least a 24" x 36" sign.**

- e. A Festival Representative will visit **all vendor's sites** to review their compliance with the regulations. Those not complying with the regulations will be asked to correct the error or leave.
- f. All vendors must adhere to Pennsylvania's City Sanitation Department/Garbage Recycling rules. Any violations are subject to fines.
- g. All vendors are responsible for providing their own trash containers for waste. These trash receptacles must be placed in areas easily accessible to the public. Vendors will be responsible for cleaning up their own space.

Contact info: info@latinamera.org – 717-538-9498/717-291-3219

Thank you for being a part of our Latin American Festival