

# BRAZILIAN DAY STREET FESTIVAL MICHIGAN



CREATIVE MOVEMENT BRAZIL / TABCAT DETROIT  
18018 JAMES COUZENS FREEWAY DETROIT, MI 48235

[www.braziliandaymichigan.com](http://www.braziliandaymichigan.com)

Email: [vendors@braziliandaymichigan.com](mailto:vendors@braziliandaymichigan.com)

## 2017 VENDORS APPLICATION General Information

### Mission:

The Mission of the Brazilian Day Street Festival Michigan is to celebrate Brazilian Independence and the cultural connection here in Michigan. We showcase many performers of Brazilian music, dance and art with a connection of the local Detroit atmosphere. This is a day to come together and enjoy in a rich cultural event with amazing energy!

### General Information:

The Brazilian Day Street Festival Michigan will take place Saturday September 16th, 2017, in Detroit, MI. Festival hours are from 12 PM – 7 PM. This is an outdoor family friendly street festival.

### Vendor Eligibility:

The Brazilian Day Street Festival Michigan is a cultural street festival. We are looking for quality food and product vendors. Food vendors must have a Certificate of Insurance naming the Brazilian Day Street Festival Michigan as additionally insured. Food vendors also must have a Michigan Health Department Certificate.

### Vendor Fees:

- \$50 for the 1-day event (8'X8' space)
- \$75 for the 1-day event (10'X10' space)
- Vendors must provide their own tent(s), tables, and chairs.
- All fees must be submitted at the time of application. Those vendors not accepted will have their checks returned.

### Application Procedure:

- Completed application must include 2 pictures of food items, booth set-up and certificate of insurance.
- The Selection Committee will meet every two weeks to consider all applications received at that time.
- Vendors will be notified by email of their acceptance status in a timely manner. Those accepted will receive space assignment and set-up information in mid-July.

### General Rules:

- Vendors who have purchased a (8'X8' space) cannot use a 10'X10' size canopy this would incur the \$75 fee as the area would be considered a 10'X10' space. Vendors who refuse to pay the additional fee will be escorted off the premises by security.
- Sub-letting or transfer of booth space is not allowed.
- Booth space includes display and storage, **which cannot extend beyond assigned tent space.**
- The festival does not allow the use of generators.
- Any vendor cooking with an open flame must have a flame-retardant canopy.
- All display and selling areas must be placed within your purchased space. Items may not extend into the street more than 10 feet from the curb or extend behind your booth space.
- Sidewalks must be kept open and clear at all times.
- This is a family event. No flammable or harmful items may be displayed.
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- Each vendor is responsible for securing their booth.
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- Vendor must notify the Brazilian Day Street Festival Michigan immediately of cancellation. No refunds will be granted within 30 days of the show.

## Special Note:

Accepted vendors will not be allowed to use the name "Brazilian Day Street Festival Michigan" or any of the Brazilian Day Street Festival Michigan logos on their products without written permission from the Brazilian Day Street Festival Michigan Board of Directors.

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- Vendor applicant **MUST** be within the location at all times. Vendor applicant will be held responsible for any and all infractions at their location.
- MBAD, Creative Movement Brazil or any event sponsors are not responsible for accidents or stolen items.
- Unruly behavior by festival vendors or their assistants (including intoxication, verbal abuse, or threatening behaviors) **will not be tolerated and are cause for immediate removal from the grounds.**
- All food vendors are responsible for obtaining the necessary permits through the Michigan Health Department. Applications for Temporary Food Handling Permits **MUST** be submitted no later than August 10 to the Michigan Health Department. The Wayne County Health Department will be on site during the Festival for mandatory health inspections and will close any vendor that does not meet its requirements.
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- Hot surfaces from cooking and heating appliances, such as grills, hot plates and coffee makers, must be blocked so that the public is protected from physical contact with these appliances.
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If you have any questions concerning these requirements, please call the Brazilian Day Street Festival Michigan / Creative Movement Brazil office at (313) 638-7379 or email at: [vendors@braziliandaymichigan.com](mailto:vendors@braziliandaymichigan.com)

#### Hold Harmless Clause:

Vendor, its officers, and members shall hold harmless and defend The Brazilian Street Festival Michigan & Creative Movement Brazil, and its agents, officers and volunteers from all liability, judgments, suits, costs and actions, including attorneys' fees and all costs of litigation of every kind and description brought or rendered against The Brazilian Day Street Festival or Creative Movement Brazil as a result of loss, damage, or injury of persons or property by reason of any act of failure to act by its officers, members or volunteers.

I have read the terms and conditions as outlined in the Vendor General Information and Rules & Regulations (pages 1 and 2 of application), and agree to abide by them.

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Signature of Applicant Business Name Print name of Applicant Date

## 2017 VENDOR APPLICATION

Business Name: \_\_\_\_\_

Proprietor or Event Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

Email: \_\_\_\_\_ (your acceptance information will be sent here)

Description of items to be sold: \_\_\_\_\_

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**All fees are for September 16<sup>th</sup>, 2017. Participants are required to remain open during all Festival hours.**

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1. Single Kitchen Space fee: @ \$50 per space \$ \_\_\_\_\_

\*Vehicle size: \_\_\_\_\_

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***Canopies are required. You must supply your own canopy.***

## The following must be submitted at time of application:

- Completed application
- Proposed menu (required of all food vendors) See page 4
- TWO pictures of food and vendor booth
- Signed Hold Harmless Clause (keep copy for your files)
- Check for the appropriate amount made payable to Tabcat Detroit. or credit card information
- Certificate of insurance naming Brazilian Day Street Festival / Creative Movement Brazil. as additional insured for no less than \$1,000,000.

## **Failure to submit required information will delay this process.**

The Committee's decision is based on the needs of the Brazilian Day Street Festival Michigan and is final. Vendors will be notified of their acceptance in a timely manner **by email**. Please be sure to supply correct email address.

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List all food, snacks and drinks to be sold:

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## **Credit Card Payment**

By supplying the following information, your credit card will be charged for the full fee, as per your application, upon your acceptance as a Vendor at the 2017 Brazilian Day Street Festival.

Business Name: \_\_\_\_\_

Please Circle: Visa  Mastercard  American Express

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Security Number: \_\_\_\_\_

Name on Credit Card: \_\_\_\_\_

Billing Address of Credit Card: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: (to send confirmation of charge): \_\_\_\_\_

Authorized signature: \_\_\_\_\_

*This form will be shredded after use or if not accepted as a vendor.*

## **Festival Set-Up Schedule Time**

*Setup Time: Saturday, September 16, 2017 10:30am – 11:30am vendor must be ready by 11:30am*

*Breakdown Time: Saturday, September 16, 2017, 7:00pm*

*Space assignments will be sent via email and available at the festival information booth.*

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I have read the terms and conditions as outlined in the Vendor General Information and Rules & Regulations (pages 1 and 2 of application), and agree to abide by them.

---

Signature of Applicant Business Name Print name of Applicant Date

## 2017 VENDOR APPLICATION

Business Name: \_\_\_\_\_

Proprietor or Event Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

Email: \_\_\_\_\_ (your acceptance information will be sent here)

Description of items to be sold: \_\_\_\_\_

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**All fees are for September 16<sup>th</sup>, 2017. Participants are required to remain open during all Festival hours.**

# BRAZILIAN DAY STREET FESTIVAL MICHIGAN



CREATIVE MOVEMENT BRAZIL / TABCAT DETROIT  
18018 JAMES COUZENS FREEWAY DETROIT, MI 48235  
www.braziliandaymichigan.com  
Email: [vendors@braziliandaymichigan.com](mailto:vendors@braziliandaymichigan.com)

## Non-Food Vendor Prices:

1. Number of 8' X 8' spaces: \_\_\_\_\_ @ \$50 per space \$ \_\_\_\_\_
2. Number of 10' X 10' spaces: \_\_\_\_\_ @ \$75 per space \$ \_\_\_\_\_

Total enclosed for vendor space(s): \$ \_\_\_\_\_

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1. Single Kitchen Space fee: @ \$50 per space \$ \_\_\_\_\_

\*Vehicle size: \_\_\_\_\_

2. Snack Vendor Space fee: @ \$50 per space \$ \_\_\_\_\_

\*Vehicle size: \_\_\_\_\_

Total enclosed for vendor space(s): \$ \_\_\_\_\_

***Canopies are required. You must supply your own canopy.***

## The following must be submitted at time of application:

- Completed application
- Proposed menu (required of all food vendors) See page 4
- TWO pictures of food and vendor booth
- Signed Hold Harmless Clause (keep copy for your files)
- Check for the appropriate amount made payable to Tabcat Detroit. or credit card information
- Certificate of insurance naming Brazilian Day Street Festival / Creative Movement Brazil. as additional insured for no less than \$1,000,000.

## **Failure to submit required information will delay this process.**

The Committee's decision is based on the needs of the Brazilian Day Street Festival Michigan and is final. Vendors will be notified of their acceptance in a timely manner **by email**. Please be sure to supply correct email address.



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## 2017 Food Vendor Application: Menu

Business Name: \_\_\_\_\_

NOTE: Vendors will be selected based upon menu items described below. To avoid duplication, not all menu items listed above may be approved. Vendors agree to serve only those items that have been approved. Any changes in menu must be submitted in advance, in writing, and approved by the Committee.

List all food, snacks and drinks to be sold:

**Menu Item Price**

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## Credit Card Payment

By supplying the following information, your credit card will be charged for the full fee, as per your application, upon your acceptance as a Vendor at the 2017 Brazilian Day Street Festival.

Business Name: \_\_\_\_\_

Please Circle: Visa  Mastercard  American Express

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Security Number: \_\_\_\_\_

Name on Credit Card: \_\_\_\_\_

Billing Address of Credit Card: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: (to send confirmation of charge): \_\_\_\_\_

Authorized signature: \_\_\_\_\_

*This form will be shredded after use or if not accepted as a vendor.*

## **Festival Set-Up Schedule Time**

*Setup Time: Saturday, September 16, 2017 10:30am – 11:30am vendor must be ready by 11:30am*

*Breakdown Time: Saturday, September 16, 2017, 7:00pm*

*Space assignments will be sent via email and available at the festival information booth.*

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## 2017 VENDORS APPLICATION General Information

### Mission:

The Mission of the Brazilian Day Street Festival Michigan is to celebrate Brazilian Independence and the cultural connection here in Michigan. We showcase many performers of Brazilian music, dance and art with a connection of the local Detroit atmosphere. This is a day to come together and enjoy in a rich cultural event with amazing energy!

### General Information:

The Brazilian Day Street Festival Michigan will take place Saturday September 16th, 2017, in Detroit, MI. Festival hours are from 12 PM – 7 PM. This is an outdoor family friendly street festival.

### Vendor Eligibility:

The Brazilian Day Street Festival Michigan is a cultural street festival. We are looking for quality food and product vendors. Food vendors must have a Certificate of Insurance naming the Brazilian Day Street Festival Michigan as additionally insured. Food vendors also must have a Michigan Health Department Certificate.

### Vendor Fees:

- \$50 for the 1-day event (8'X8' space)
- \$75 for the 1-day event (10'X10' space)
- Vendors must provide their own tent(s), tables, and chairs.
- All fees must be submitted at the time of application. Those vendors not accepted will have their checks returned.

### Application Procedure:

- Completed application must include 2 pictures of food items, booth set-up and certificate of insurance.
- The Selection Committee will meet every two weeks to consider all applications received at that time.
- Vendors will be notified by email of their acceptance status in a timely manner. Those accepted will receive space assignment and set-up information in mid-July.

### General Rules:

- Vendors who have purchased a (8'X8' space) cannot use a 10'X10' size canopy this would incur the \$75 fee as the area would be considered a 10'X10' space. Vendors who refuse to pay the additional fee will be escorted off the premises by security.
- Sub-letting or transfer of booth space is not allowed.
- Booth space includes display and storage, **which cannot extend beyond assigned tent space.**
- The festival does not allow the use of generators.
- Any vendor cooking with an open flame must have a flame-retardant canopy.
- All display and selling areas must be placed within your purchased space. Items may not extend into the street more than 10 feet from the curb or extend behind your booth space.
- Sidewalks must be kept open and clear at all times.
- This is a family event. No flammable or harmful items may be displayed.
- No booth sharing is allowed.
- Each vendor is responsible for securing their booth.
- The Festival is not responsible for any loss or theft incurred by any vendor.
- Vendors are responsible for leaving their space clean after the event.

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- Vendor must notify the Brazilian Day Street Festival Michigan immediately of cancellation. No refunds will be granted within 30 days of the show.

## Special Note:

Accepted vendors will not be allowed to use the name "Brazilian Day Street Festival Michigan" or any of the Brazilian Day Street Festival Michigan logos on their products without written permission from the Brazilian Day Street Festival Michigan Board of Directors.

## Rules and Regulations

The Brazilian Day Street Festival Michigan requires that all vendors participating in the Festival abide by the following rules and regulations. Failure to comply may result in the closing down of your operation during the festival until in compliance.

- Vendor applications will not be accepted **AFTER** Monday, August 1, 2017 at 4:30pm.
- Vendor applicant **MUST** be within the location at all times. Vendor applicant will be held responsible for any and all infractions at their location.
- MBAD, Creative Movement Brazil or any event sponsors are not responsible for accidents or stolen items.
- Unruly behavior by festival vendors or their assistants (including intoxication, verbal abuse, or threatening behaviors) **will not be tolerated and are cause for immediate removal from the grounds.**
- All food vendors are responsible for obtaining the necessary permits through the Michigan Health Department. Applications for Temporary Food Handling Permits **MUST** be submitted no later than August 10 to the Michigan Health Department. The Wayne County Health Department will be on site during the Festival for mandatory health inspections and will close any vendor that does not meet its requirements.
- All food vendors are required to provide evidence of liability insurance coverage at time of confirmation. Liability insurance papers **MUST** be submitted to festival coordinator by Monday, May 1, 2017 at 4:30pm. If proof of liability insurance has not been submitted by Monday, May 1, 2017 at 4:30pm it will result in cancellation of vendor confirmation.
- All food vendors who cook with propane will have a 5 lb., Multipurpose, ABC, or BC fire extinguisher readily available. The fire extinguisher must be inspected and tagged within the past year.
- Propane cylinders must be stored in an upright and secured position.
- No open flames such as candles, lanterns, kerosene or gas fired heaters and cooking equipment are permitted near or under combustible materials (i.e. canopies).
- Hot surfaces from cooking and heating appliances, such as grills, hot plates and coffee makers, must be blocked so that the public is protected from physical contact with these appliances.
- Exit door and aisles in the tent must be unobstructed to the vendors at all times.
- Deep fryers must have splash covers.
- An on-site inspection of vendor's space will be conducted by a member of the Brazilian Day Street Festival.

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- Visit [www.michigan.gov/mda](http://www.michigan.gov/mda) to learn more about State requirements for outdoor kitchens.

If you have any questions concerning these requirements, please call the Brazilian Day Street Festival Michigan / Creative Movement Brazil office at (313) 638-7379 or email at: [vendors@braziliandaymichigan.com](mailto:vendors@braziliandaymichigan.com)

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Signature of Applicant Business Name Print name of Applicant Date

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Security Number: \_\_\_\_\_

Name on Credit Card: \_\_\_\_\_

Billing Address of Credit Card: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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Authorized signature: \_\_\_\_\_

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