

*February 2017*

Dear Food Vendor.

It is time to bid on your space for the 201 Fine Arts Fiesta, **Smile! It's Fiesta!** our 62nd Year!

Bids must include the full food and beverage menu and prices, frontal linear foot bid (all bids begin at \$25.00 per linear foot- with a minimum of 10'), description of the food vendor stand and a photograph of approximately how it will appear. This minimum bid has not been increased in over 10 years.

**Deadline for bids is a postmark of April 1, 2011. No exceptions.**

We are always very concerned with food quality, refrigeration, fair pricing, sanitation and cleanliness as well over all stand aesthetic presentation of all vendor spaces. Last year we had a few guests register some complaints on vendor appearances and cleanness, kindly be sensitive to these issues.

In the event two vendors bid with the same food item the higher bid will always prevail. If there is a tie the vendors will have to rebid for the space. Upon a second tie a drawing will be held with both vendors present to see who gets the space. Consideration will be give to work out price/item conflicts as best as we can when we can.

All successful bidders will be notified by letter and have 7 calendar days to pay their vendor fee in full.

Please he reminded that the Wilkes-Barre City license fee is \$300 the first time and \$250.00 annual re-newel and good for all city functions for one calendar year **except the Farmers Market**. If you possess a current Wilkes-Barre City catering license that license may be used.

**Interested vendors should read the following carefully before submitting their bids.**

~The Fine Arts Fiesta reserves the right to accept or reject any and all bids. No distinction will be made between profit and not-for-profit vendors.

~Vendors will provide the Fine Arts Fiesta with a certificate of *broad* form comprehensive general public liability insurance with \$1000000.00 (this amount was increased in 2012) additionally listing the Fine Arts Fiesta.

-- A detailed contract will be executed with the successful bidders which must be signed with the amount due for the agreed upon frontage as per the schedule set forth in the bid form.

~~~ If you are interested in bidding, please complete the enclosed bid form and return it by the date specified on the bid form.

If you have any questions please do not hesitate to contact me by email at [brianjbenedetti@aol.com](mailto:brianjbenedetti@aol.com) please indicate you are a prospective Fine Arts Fiesta food vendor.

Good luck and we hope to see you at **the 2017 Fiesta**.

Sincerely,

Brian J. Benedetti

[www.fineartsfiesta.org](http://www.fineartsfiesta.org)