



City of Ponchatoula

125 W. Hickory Street
Ponchatoula, LA 70454
(985) 386-6484

2019 STRAWBERRY FESTIVAL APPLICATION

COPY OF DRIVER'S LICENSE REQUIRED!!

\$ Payment by CASH or MONEY ORDER ONLY.

➡ Permit Application fee refunded ONLY if permit is not granted by City.

⌚ Deadline for applications will be Thursday April 4, 2019 @ 4 P.M.

o Permit and Price List must be displayed on front of booth at all times.

Application Date: _____ Name: _____

Phone: _____ Business Name: _____

Mailing Address: _____

Date of Birth: _____ Driver's License # _____ Social Security # _____

Festival Location: _____ Booth Size _____ x _____
(Must be in a C-2, Commercial Zone Area)

Name of Property Owner: _____
(Permission from owner must be submitted on 8 1/2" x 11" paper)

Nature of Business: _____
(Specific description of food sales or retail items)

_____ **ITINERANT VENDOR (\$200.00)** Per RS 47:359C **#3593**
General (clothing, hats, sunglasses, etc.)
Food or Beverage Sales (cotton candy, funnel cakes, etc.) **PRICE LIST MUST BE POSTED**
Out of State **ARTIST AND/OR CRAFTSMAN**
_____ **DISPLAYS** Raffles, Commercial Displays, etc.

*THE WORDS "PONCHATOULA STRAWBERRY FESTIVAL" OR "STRAWBERRY FESTIVAL" ARE **PROHIBITED** TO BE ON ANY ITEMS*

NOTE: In addition to the Itinerant Vendor Fee, a minimum \$1,200.00 cleanup fee per booth for food vendors and a minimum \$400.00 cleanup fee per booth for retail vendors for the first 100 square feet of booth space. Any larger booth will be charged an additional \$2.00 per square ft. Also, any vendor using cooking oil MUST place used oil in the disposal container provided by the city. The Oil Disposal Containers will be placed at strategic locations for your use. DO NOT DISPOSE OIL IN THE SEWER DRAINS! CITY FINE \$500.00

_____ **LOUISIANA ARTIST AND/OR CRAFTSMAN:**

_____ **NON- PROFIT ORGANIZATIONS:** Must provide proof of current non-profit status
A minimum \$100.00 cleanup fee per booth space.

Itinerant Vendor Fee \$ _____ Total Collected \$ _____

Clean-up Fee \$ _____ By: _____ Date: _____

A CITY OFFICIAL WILL VISIT YOUR LOCATION TO VERIFY YOUR PERMIT DURING THE FESTIVAL WEEKEND

CITY OF PONCHATOULA

(985)386-6484

www.cityofponchatoula.com

STRAWBERRY FESTIVAL ITINERANT VENDORS

- Only non-profit organizations are allowed on the festival grounds, which include some locations on North Sixth Street.
(each organization must have approval by the Strawberry Festival Board)
www.lastrawberryfestival.com

ALL OTHER VENDORS OUTSIDE THIS AREA MUST HAVE AN ITINERANT VENDORS PERMIT FROM THE CITY OF PONCHATOULA.

- The CITY **does not rent vendor spaces** for the festival. Each vendor is responsible to contact a private property owner in a (C-2) zoned area.
- Vendors must be on PRIVATE PROPERTY at all times in a (C-2) COMMERCIAL ZONED area.
- Once a site is acquired from the property owner, a letter from the establishment to City Hall is required stating that you have permission to set up on their property.
- THEN you can apply to the City for an itinerant vendors permit for the Strawberry Festival weekend. The city cost is determined by: type of vendor, cleanup fee and booth size (minimum food vendor fee begins at \$1,400.00 and minimum retail vendor fee begins at \$600.00) Must be paid by certified funds only.
- Each vendor is responsible to obtain the PROCESSED Itinerant Vendors permit from the City of Ponchatoula to be displayed on front of booth at all times along with PRICE LIST. DEADLINE to pick up permit is WEDNESDAY before festival {each vendors packet includes the **city sales tax** information along with the states sales tax information}
SALES TAX IS DUE BEFORE YOU LEAVE PREMISES.

If you are interested in selling HANDMADE arts and/or crafts, one location where crafts are sold year-round along with other items and rents spaces is:

The Country Market
10 East Pine Street
Ponchatoula, LA 70454
(985) 386-9580

Ponchatoula Strawberry Festival April 12 – 14, 2019