VENDOR APPLICATION

A Taste of the Pittsburgh Folk Festival

Print all information legibly.

Organization/Group Name: _____

Contact Person _____ Phone _____

Email _____ _____

Address _____

Check areas for which you are applying:

_____ **Food Truck Vendor** **Fee is $250 plus 10% of daily sales**

Truck MUST have appropriate signage identifying nationality along with a clear visible menu.

Specific Description of Menu *(must be approved by Pittsburgh Folk Festival)*

_____

_____

_____

_____ **Food Vendor** **Fee is $125 plus 10% of daily sales**

Fee includes 10' x 10' space, two 8' tables and two chairs. **Additional tables $15/ Chairs $2 each**

You may bring, erect and secure your own tent.

Electricity is optional but recommended. Additional fee will be assessed. Consider your electrical needs now and request accordingly, otherwise Pittsburgh Folk Festival may not be able to accommodate your needs.

Describe electrical needs: _____

Specific Description of Menu *(must be approved by Pittsburgh Folk Festival)*

_____

_____

_____

_____ **Marketplace Vendor** **Fee is $75 plus 10% of daily sales**

Electricity is optional. Additional fee will be assessed. Consider your electrical needs now and request accordingly, otherwise Pittsburgh Folk Festival may not be able to accommodate your needs. Describe electrical needs: _____

Specific Description of Merchandise *(must be approved by Pittsburgh Folk Festival)*

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Non-refundable application fee must be paid in full for application to be valid. Payment by check or money order only must be received by **March 1, 2026.** Email confirmation will be sent upon receipt. Refunds only if the event is cancelled by the Pittsburgh Folk Festival, Inc. 10% of daily sales will be collected at the close of business on the day of the event.

_____ **Amount due:** _____ **Make check payable to:** **Pittsburgh Folk Festival, Inc.**

Mail to **c/o 3224 Edwards Way**

Pittsburgh, PA 15203

Date Received: _____

Dear Participant,

A critical expectation of this Festival is to bring cultural diversity and awareness to the general public. Therefore, it is important that only authentic cuisine, pastries, merchandise and entertainment are presented. It is equally important and beneficial to all parties that you help to promote this event through various outlets in your community as well as on social media.

Further requirements for participation are . . .

1. Space is limited and vendors are selected at the sole discretion of the PPF.
2. Application deadline is firm. If application/payment is not received by March 1, 2026, your space will be offered to another vendor on our waiting list.'
3. Read, sign and return Regulations and Waiver with completed application. Without these documents, vendor will not be permitted to set up.
4. Insurance certificates are required for participation and MUST be received prior to the Festival date. General liability policy for $1,000,000 per occurrence is required.
5. Pittsburgh Folk Festival, Inc, reserves the right to approve all menus and product/performance offerings to minimize competition among vendors and maximize a cultural experience for visitors.
6. No beverages of any kind may be sold by any vendor.
7. As a requirement for participation, vendors agree to a 10"% give back of daily sales to the Pittsburgh Folk Festival, Inc. This will be collected in cash/check at the end of the business day by a Festival staff person. Thank you in advance.
8. A $50 clean up fee will be charged to vendors who leave trash, debris, cut zip ties, etc. at tear down.
9. **Food Trucks:** Load in/Set up will occur on a rolling basis. Festival staff will be available to direct you to a suitable spot.
   Food Vendors & Marketplace Vendors: When you arrive on site, unload your car first, then park your car prior to setting up booth area. You must be set up and ready to serve by 11 a.m. Saturday August 1, 2026.

The attached **Regulations, Release and Waiver** must be signed as part of the application and returned by March 1, 2026, to **Pittsburgh Folk Festival, Inc.**

c/o 3224 Edwards Way

Pittsburgh, PA 15203

Questions should be directed to Ondrejana Zatek, Festival Coordinator, at 412-719-1719.

REGULATIONS FOR PARTICIPATION

A Taste of the Pittsburgh Folk Festival

1. Vendor/Booth participants agree to promote event in respective communities and on social media.
2. Vendor/Booth participants agree to participate during ALL hours of the Festival. Booth must be open and staffed at Festival starting time and remain open and staffed until Festival closes. **No early teardown.** Operation hours are 11 a.m. to 7 p.m.
3. All booth areas must be decorated as appropriate, including table coverings.
4. All booths must display signage identifying nationality or ethnic region.
5. All items for display or sale must be ethnic in nature, unless otherwise designated, whether authentic imports or novelty items. The Pittsburgh Folk Festival, Inc. reserves the right to remove items from display and/or sale if they are not of an appropriate nature to the Festival.
6. All food items for sale must be made in Health Department certified kitchen. You are responsible for complying with ALL Health Department regulations, permits, etc.
7. Pittsburgh Folk Festival, Inc, reserves the right to approve menu and merchandise offerings to minimize competition among booths and maximize offerings available to visitors.
8. No outside beverages, whether alcoholic or soft drinks, may be sold or brought on to the premises.
9. Sale of raffle tickets is not permitted by any vendor or booth participant.
10. Weapons of any kind are not permitted on the Festival grounds.
11. Opinions expressed by Festival participants are not necessarily those of the Pittsburgh Folk Festival, Inc. Participation does not imply endorsement.
12. Loud, abrasive language or behavior will not be tolerated and may result in removal from the Festival.
13. Any violation of the above regulations may result in removal from the Festival and/or affect any future participation with Pittsburgh Folk Festival, Inc.

I have read and understand the above Regulations for Participation in A Taste of the Pittsburgh Folk Festival and agree to be bound by same.

Signature: _____

For _____

(Name of Food Truck, Company or Nationality Booth}

RELEASE & WAIVER OF LIABILITY

I, the undersigned, intending to be legally bound, hereby for myself, my heirs, executors, administrators and/or assigns, waive and release any and all rights and claims for damages of any kind I may have against the Pittsburgh Folk Festival, Inc. and its sponsor, directors, employees or volunteers of the same (hereinafter the “sponsors”), for any and all injuries suffered by me in this event, or during transit to/from this event. Furthermore, I hereby agree to hold harmless the sponsors from any claims of third parties arising out of my participation in this event or during my transit to or from this event. I have read and understand how the above waiver applies to me and my employees, volunteers, partners, etc.

Printed Name: _____ Signature: _____