



Location – Heritage Square Park
115 N. 6th Street, Phoenix, AZ 85004
(6th Street & Monroe)

Check-in Dates and Times

MANDATORY Food Vendor Check-in	EARLY Exhibitor Check- In (non food)	SATURDAY Exhibitor Check-In	SUNDAY LOAD IN TIME (if needed)
Friday, Apr 29	Friday, Apr 29	Saturday, Apr 30	Sunday, May 1
12:00pm – 2:00pm	3:00pm - 6:00pm	6:00am - 8:00am	8:00am – 9:00am

Festival Hours of Operations

Saturday, 10:00am – 6:00pm	Sunday, 10:00am – 6:00pm
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ATTENTION FOOD VENDORS, food spaces are limited and will be first come first serve. PAYMENT secures the space and APPLICATIONS will close once spaces filled.

Non-Profit/Commercial: APPLICATION DEADLINE April 1, 2022

***ALL Spaces are on a first come, first serve basis.
PLACEMENTS will not be done until PAYMENT.***

Your application is only completed when paid in full, additionally we retain the right to refuse, refund, and/or cancel your application.

Any questions, please contact our office at 602-277-7433 or email exhibitors@phoenixpride.org

Fees include both days. Only 2-day packages are available.

EXHIBITOR INFORMATION & RESPONSIBILITIES

(Photocopies of Insurance and Permits must be submitted with your application, otherwise your application will be deemed as incomplete.)

Non-Food Exhibitors will need: Insurance and Sellers Permit, if selling from your booth.

Food Exhibitors will need: Insurance • Sellers Permit • Fire Extinguisher • Temporary Food Services Establishment Permit

SELLER'S PERMIT INFORMATION

All exhibitors involved in product sales are required to have an Arizona resale permit issued by the State of Arizona.

No FOOD items may be sold or given away to attendees from non-food exhibitors.

TEMPORARY FOOD SERVICES ESTABLISHMENT PERMIT

Each food exhibitor is responsible for obtaining a special event food server license from the Maricopa County Health Department. The food health inspection will be done on Saturday morning. Your health permit must be available for that inspection.

Phoenix Pride must receive Permit no later than April 15th, in order to meet the Departments due date. If you need an application, contact the Maricopa County Environmental Services Department (602) 506-6978.

FOOD & PRODUCT INFORMATION

To process your application we MUST receive a complete menu with prices of items you intend to serve, if you are selling food. Once the application is accepted, the menu may NOT change without written approval from Phoenix Pride.

ALL FOOD VENDORS MUST PROVIDE A COMPLETE MENU OF ITEMS TO BE SOLD AT THE FESTIVAL AT TIME OF APPLICATION SUBMISSION. APPLICATION WILL NOT BE ACCEPTED UNTIL MENU IS RECEIVED.

BEVERAGE SALES INFORMATION

The sale or giving away of alcoholic beverages of any kind is strictly **prohibited**. All sales of bottled water are restricted to Phoenix Pride **only** – no exhibitor may sell bottled water. **Exhibitors are prohibited from selling WATER, ENERGY DRINKS, LEMONADE, any flavor or SHAVED ICE products as EXCLUSIVITY contracts are in place with sponsors and vendors.** Food exhibitors can purchase Coca-Cola products through Swire Coca-Cola and be sold at a minimum of \$3.00. Coca-Cola will contact the exhibitor directly to setup and arrange. Remember all beverage products must have a minimum retail price of \$3.00. Should it be found that beverages are priced below \$3.00, Food Exhibitor will receive a warning from Phoenix Pride. If after the initial warning, beverages remain priced below \$3.00, Food Exhibitor may be removed from the grounds, without refund and/or barred from future Phoenix Pride events.

INSURANCE

All exhibitors (including non-profits) must provide a certificate of insurance from their insurance carrier. This is to cover general liability in the amount of \$1,000,000. It should specifically name Phoenix Pride and City of Phoenix, Arizona as additionally insured on the certificate.

If you do not have insurance you may purchase insurance from Phoenix Pride.
Rates: Non-Profit \$95.00, Commercial \$125.00 and Food Vendors \$225.00

Phoenix Pride needs to have received your Coverage of Insurance by April 15th.

Exhibitors will not be allowed on site without a valid certificate of insurance AND Food permit on file.

Payment

Please make company checks, cashier's check or money orders payable to Phoenix Pride, INC and return with your completed application. Please also include copies of insurance, menu/product list, and any additional requirements. PERSONAL CHECKS WILL NO LONGER BE ACCEPTED.

After April 1, only credit cards will be accepted. Unless arrangements have been made with Phoenix Pride Staff directly.

Any and all Chargeback's, will be the Vendor/Exhibitor's responsibility and must be submitted along with reregistration (if available) and payment before official approval.

COSTS

Prices below are generated for 10 feet by 10 feet spaces, includes the tent and both event days. Any food carts/trucks exceeding the 10x10 will be required to pay for additional space. ANY FOOD NEEDING MORE THAN 10' MUST EMAIL EXHIBITORS@PHOENIXPRIDE.ORG FOR APPROVAL.

Vacation/Timeshare, Commercial, Cooking and Non cooking Exhibitors will receive two (2) parking passes, one (1) per day.

Wristbands will not be needed, as this is a non-ticketed event.

- **Vacation/Timeshare-** \$1,100
- **Non Profit-** \$500
- **Commercial -** \$800
- **Cooking Exhibitor-** \$1,000
- **Non cooking Exhibitor-** \$800

Booth placements will not be done until payment is received in full to Phoenix Pride Inc. and all vendors have paid in full and have submitted proof of insurance and Food Permit(food vendors only)