

# CHRISTMAS PARADE DECEMBER 2, 2018 2PM

## *Vendor Application*

Vendor Name: \_\_\_\_\_ Email: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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

Please provide a brief description of your set up and what you intend to sell:

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Please reference another event you have participated in:

Event: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Requirements for being a vendor at the Roanoke Rapids Community Christmas Parade: (check all that apply)

\_\_\_\_ Certification of Insurance: All vendors must provide RR Parks & Recreation with a copy of your certificate of insurance. This insurance is general liability for \$1,000,000 in coverage.

\_\_\_\_ Non-food items \_\_\_\_ Carnival type food \_\_\_\_ Other Cooked food: If you are selling food that is not considered "Carnival" type food (reverse for details), you will be required to comply with Health Department regulations.

Cost for participating in the Christmas Parade is \$20.00 Please mail application, other documentation listed above, and \$20.00 application fee to RR Parks & Recreation, PO Box 38, Roanoke Rapids, NC 27870. Questions, please contact Kelly at (252) 533-2847 ext 3 or [kelly@roanokerapidsnc.com](mailto:kelly@roanokerapidsnc.com). Each vendor must be self-sufficient. There will not be access to power or water. Each vendor is responsible for any trash generated. After your application is received, you will get a call with details about check in and locations.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **A List of Some Non-Hazardous Foods That Do NOT Require a Food Service Permit from the Local Health Department**

1. Funnel Cakes
2. Candied Apples
3. Boiled Peanuts
4. Cotton Candy
5. Popcorn
6. Pork Rinds
7. Wheat Pellets
8. Dip or Scoop Ice Cream
9. Flavored Shaved Ice Products
10. Baked Goods

The North Carolina Department of Agriculture regulates non-hazardous baked goods operations, home canned goods, and other foods not regulated under by the local health department.

A potentially hazardous food requiring a Food Service Permit would have a pH level  $\geq 4.6$  OR a water activity value of  $\geq 0.85$ .

If you are interested in selling items not listed above, such as chicken, hamburgers, hot dogs, etc., you will need to comply with Health Regulations. Contact the Halifax County Health Department (252) 583-6651 for an application for temporary food establishment. This application will need to be submitted to the Halifax County Health Department a minimum of 15 days before the parade. There are no exceptions to this deadline.

**NON-PROFITS:** If you are a non-profit, you will not need a temporary food establishment permit, but you will need to provide the RR Parks & Recreation Department with a copy of your 501 c (3) letter from the IRS. We will then check and verify this upon receiving this information from you.