

# Wat Pa Lao Buddhaham's 1st Annual Rochester Asian Food Festival Vendor Application

The Rochester Asian Food Festival will be the first food festival in the area to unite Rochester's diverse Asian American communities through the universal language of culinary delight. This festival invites food vendors to showcase their delectable creations, spanning the rich tapestry of Asian cuisine. From sizzling street food to traditional delicacies, the festival promises a sensory journey that bridges cultures and fosters a sense of unity. Join us in creating an unforgettable experience that not only satisfies taste buds but also builds lasting connections within the heart of our diverse Asian American community. Apply now to be part of this culinary celebration that transcends borders and brings people together through the love of food.

*The inaugural Rochester Asian Food Festival will be held on September 7, 2024 (11 a.m. to 7 p.m.) and September 8, 2024 (11 a.m. to 5 p.m.) at Wat Pa Lao Buddhaham in West Henrietta, New York.*

## Vendor Opportunities:

Food Truck Vendor Space - \$600

- 25 x 10 foot space to park truck and sell food items
- Listed as a Food Vendor for event details & for promotional purposes

Standard Food Vendor Space - \$450

- 20 x 10 foot booth space to sell food items
- Listed as a Food Vendor for event details & for promotional purposes

Artisan/Craft Vendor Space - \$200

- 10 x 10 foot booth space to sell products/services
- Listed as an Artisan/Craft Vendor for event details & for promotional purposes

Non-Profit Group Space - \$150

- 10 x 10 foot booth space to promote services/non-profit group
- May NOT sell any products or services
- Listed as a Non-Profit Participant for event details & for promotional purposes

**Please note:** Vendors are responsible for providing anything they need to conduct their business during the festival, including tents, water, power, etc.

## VENDOR REGISTRATION

Company Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Website: \_\_\_\_\_

Please select your Vendor Space:

- Food Truck Vendor Space (25 x 10 foot) - \$600
- Standard Food Vendor Space (20 x 10 foot) - \$450
- Artisan/Craft Vendor Space (10 x 10 foot) - \$200
- Non-Profit Group Space (10 x 10 foot) - \$150

Payment Information:

- Check: Payable to "Wat Pa Lao Buddhaddham"  
Address:       Wat Pa Lao Buddhaddham  
                  135 Martin Road  
                  West Henrietta, NY 14586
  
- Please Invoice via Square  
Payment is due within 48 hours of receipt of invoice  
Additional 3.3% fee applies

Please email a copy of the completed registration form along with a signed Vendor Contract and proof of insurance to Phone Dumas (dumasp@outlook.com) OR send with payment via mail to address above by August 16, 2024. Thank you!

## VENDOR CONTRACT

1. NO vehicles, with the exception of food trucks that have paid for a Food Truck Vendor Space, will be allowed on the festival grounds. All vendors are responsible for providing all necessary equipment (dollies, carts, wagons, etc.) and manpower to move your materials and supplies from your vehicle to and from your booth space. Vehicles must be emptied and promptly removed from the unloading/loading area to the assigned parking area prior to commencing with set-up of your space. All vendor vehicles must be off of the grounds and moved to the assigned parking area by 9:30 a.m. both days. Failure to comply may result in the removal of the vendor.
2. Vendors must supply their own tents and tables, as well as anything else you need to conduct business (e.g. water, power, etc.).
3. There is no smoking allowed on the festival grounds at any time.
4. Food truck vendor spaces are 25 x 10 foot, standard food vendor spaces are 20 x 10 foot, artisan/craft vendor spaces are 10 x 10 foot, and non-profit organization spaces are 10 x 10 foot. **No more than 2 exhibitors may share any single vendor space. Food truck vendor spaces may not be occupied by any more than 1 food truck.** Vendors must confine their displays and materials to their assigned and allotted space(s). Displays may not extend beyond the marked vendor space area.
5. Festival hours are Saturday, September 7 from 11:00 a.m. to 7:00 p.m. and Sunday, September 8 from 11:00 a.m. to 5:00 p.m. All set-up must be completed by 10:00 a.m. (unloaded and parked by 9:30 a.m.) each day. Set-up begins on Friday, September 7 at 9:00 a.m. All vendor spaces must be completely clear/cleaned up by 7:00 p.m. on Sunday, September 8. Vendors are responsible for the removal of any garbage from their own vendor space. Vendor spaces must be open and staffed during all scheduled festival hours. Failure to do so will jeopardize acceptance into future festivals.
6. All food vendors must comply with the requirements established by the Monroe County Health Department. If your menu includes potentially hazardous food such as hamburgers, chicken, or beef, you must have at least one certified food worker at your site during all food preparation, cooking, and service. If you serve non-hazardous food, you are not required to have a certified food worker. **However, you must still obtain a permit to operate.** Monroe County Health Department inspectors may be inspecting any or all food booths during the Rochester Asian Food Festival. The form "Application for a Permit to Operate a Temporary Food Service Establishment" can be found at: <http://www.monroecounty.gov/online-forms.php> under Health. If you have any questions regarding food worker certification or Health Department requirements, contact the Monroe County Department of Public Health (585-753-5064).
7. Additionally, all vendors with tents larger than 10 x 10 foot must obtain a Tent Permit from the Town of Henrietta's Department of Building & Fire Prevention. The form can be found at: <https://www.henrietta.org/building/page/commercial-permit-applications> under "Tent Permit Application". Any food trucks not licensed through the Town of Henrietta are required to obtain a special one-day Food Truck Permit from the Town of Henrietta. Additional information will be provided upon receipt of the Vendor Registration.

8. All exhibitors are responsible for collecting/reporting New York State Sales Tax. A copy of your "New York State Certificate of Authority" must be displayed in your vendor space. You will not be allowed to participate without this certification.

9. All vendors/exhibitors must show proof of insurance policy. A certificate of insurance showing General Liability (including product liability) in the amount of one million dollars must be included with vendor application. Wat Pa Lao Buddhaham, 135 Martin Road, West Henrietta, NY 14586, must be listed as additional insured on your policy.

10. Vendor space fees must be paid at the time of application. Payment can be made by check made payable to Wat Pa Lao Buddhaham, or applicants may request to be sent an invoice to be paid via Square (servicing fees apply).

11. There are no rain dates. Use of the buildings on the Wat Pa Lao Buddhaham premises will not be permitted in case of rain.

12. You may not sell your vendor space or trade it, in part or in whole, to another vendor.

13. No vendor fee refunds will be given after your application has been accepted by the planning committee.

14. No electricity or water are provided to vendors.

15. No animals of any kind are permitted in your vendor space or at the event.

16. No firearms or other weapons are allowed on the premises.

17. The sale of alcohol by any vendor is strictly prohibited.

Liability Release: As a vendor and/or exhibitor participating in the Rochester Asian Food Festival, I agree to adhere to and comply with all the rules and conditions contained in this application and contract and I agree not to hold the Rochester Asian Food Festival or Wat Pa Lao Buddhaham responsible for any theft, loss of property, failure to make a profit from the sales of my goods, and/or for any personal injury suffered as a result of my participation in the Rochester Asian Food Festival or from any incident arising from my interactions with other vendors, exhibitors, or persons attending the Rochester Asian Food Festival, or any and all other incidents which might arise during the Rochester Asian Food Festival weekend. This release applies to the Rochester Asian Food Festival, Wat Pa Lao Buddhaham, and its Board of Directors, Officers, and Volunteers.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

## ***The History of Wat Pa Lao Buddhaham's Lao-Thai Food Festivals***

Wat Pa Lao Buddhaham has had over 25+ years of hosting successful food festivals. The festivals began as a way to bring our local temple community together to celebrate summer while at the same time allowing us to fundraise for the temple. In 2018, our special events committee decided to take the annual summer festival in a different direction by marketing the festival to the entire community of Rochester and other nearby local communities, and not just the temple community. At that year's festival we partnered with Ide Honda and held our first ever car raffle, giving away a brand new 2018 Honda civic. This one day, 4-hour event brought in over \$36,000 in food sales. Up until then, it was our most successful fundraising festival. This success led the way to us hosting our first annual Summer Kickoff Lao-Thai Food Festival in the summer of 2019.

Since its debut, our annual Summer Kickoff Lao-Thai Food Festival has grown into one of the most anticipated festivals of the summer. We've been featured on the Democrat and Chronicle, 13 WHAM ABC, News 10 WHEC TV, News 8 WROC Rochester, and the Food Around Town podcast. Last year the Democrat and Chronicle named our Lao-Thai food festival on their list of Rochester's 12 Hottest Food, Wine, and Beer events for June 2023. This year we made their list of 2024's Top Summer Food and Drink Events in Rochester and the Finger Lakes.

At this year's summer festival, we served more than an estimated 3000 attendees and sold out of food in less than 3 hours. We share this information because we want to let you know that between our marketing and in addition to your own marketing of this event, we anticipate a well attended festival. Please direct any questions you may have to Phone Dumas, Secretary of Wat Pa Lao Buddhaham ([dumasp@outlook.com](mailto:dumasp@outlook.com)).



