

BALTIMORE

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FEEL THE CHARM, HEAR THE BEAT:

CHARM CITY LIVE

BALTIMORE CITY
REGISTRATION & PERMITS

BALTIMORE CITY
Brandon M. Scott
Mayor

AUG 26 | 12-8 PM
Market Pl & E Pratt St

***2023 CHARM CITY LIVE
VENDOR APPLICATION***

FESTIVAL OVERVIEW

Baltimore's Charm City Live festival of music, food, and fun will be held August 26, 2023, Market Place & Pratt Street. This is the ultimate end of summer festival for visitors and the residents of the City of Baltimore with world-class entertainment, children's activities, job recruitment, and more.

The Charm City Live is hosted by Mayor Brandon Scott and produced by the City of Baltimore. This free event attracts all ages and brings together a broad demographic of incomes, education, ethnicities, and genders.

DATES AND DEADLINES

Application Deadline: **Friday, August 11, 2023**

No acceptance after the deadline

Acceptances are limited to space availability and approval

Application Acceptance Notification: **Tuesday, August 15, 2023**

Vendors will be notified of their selection to participate.

Application Payment Deadline: **Friday, August 18, 2023**

All payments must be made by money orders or online.

Food Trucks fee-\$225

Stationary Food /Merchandise Vendor fee- \$150

(Stationary food vendors who require the use of grease, grills, smokers or any oil will not be allowed to participate) Vending space will be approximately between 10ft -15ft.

Insurance Deadline: **Friday, August 18, 2023**

Proof of Insurance (minimum \$1,000,000 coverage) is required. All vendors must provide one day coverage for the festival.

All vendors are required to present their COI to the Festival by no later than Friday, August 18, 2023 with a \$1,000,000 COI policy for the 2-day event. Such insurance must include the following provision or its equivalent: "THE BALTIMORE AFRAM, THE BALTIMORE CITY FOUNDATION, THE MAYOR & CITY OF BALTIMORE, ITS ELECTED AND APPOINTED OFFICIALS, EMPLOYEES, AGENTS, AND VOLUNTEERS, ARE HEREBY COVERED AS ADDITIONAL INSURED WITH RESPECT TO LIABILITY ARISING OUT OF THE ACTIVITIES OF THE INSURED AT THE 2023 Charm City Live."

Food Permit Deadline: **Friday, August 18, 2023**
(FOOD VENDORS)

A temporary health permit from the Baltimore City Health Department is required by vendors who do not have a Baltimore City health permit, **no later than Friday, August 18, 2023**. Food permits can be obtained by calling 410-396-4424

All Vendors- All vendors must have a Maryland sales & use tax license. If a vendor needs a temporary sale & use tax license you can go to www.marylandtaxes.gov or call 410-767-1543/1531. Due **by August 18, 2023**

Electricity will be provided but vendors must request the need for it. Stationary vendors will be responsible for bringing their own tents (sand bags or weights for tents), tables and chairs. All stationary vendors will be allowed approximately 10ft-15ft to vend. Tents sizes (10x10 or 10 x 15) No sharing of space will be allowed between vendors. Unlicensed vending will not be allowed. No alcoholic beverages are allowed to be sold.

Any vendor not adhering to any rules of the festival will be removed and not invited back to any future festivals by the City of Baltimore. All applications, required permits, and licensing must be brought in person to 401 E. Fayette Street, Special Events office.

Set-up: Set up times

Saturday, August 26,2023 | 7:00 AM – 9:300 AM
(No Vendors will be allowed in after 10:00 AM)

Breakdown:

Breakdown will begin immediately following festival closing.
*(8:00PM) Vehicles will not be permitted on the premises until after festival close and clear of pedestrians. **Food trucks will be directed out of the area.**

Festival Date:

Saturday, August 26,2023

Business Name:

Business Owner:

Address:

City:

State:

Zipcode:

Phone Number:

Email:

Electricity Required:

Yes

No

**Social Media
Networks/Handles:**

Brief Description of Menu/Merchandise: