

## 2025 ROBIN HOOD FESTIVAL FOOD VENDOR INFORMATION

Thank you for your interest in the 2025 Sherwood Robin Hood Festival on Friday and Saturday, July 18-19, 2025. We had a wonderfully successful Festival in 2024, and look forward to your participation this year! The Robin Hood Festival is put on by an all-volunteer community group dedicated to creating a fun event for the citizens of Sherwood and the surrounding area. Please look for updates posted on our website at [www.RobinHoodFestival.org](http://www.RobinHoodFestival.org).

For many Festival attendees, enjoying a good lunch and/or dinner is a big part of the Festival experience; having a great Food Court has been a hallmark of the Robin Hood Festival. To the credit of the food vendors, the service, prices and quality have kept the Festival folks coming back for more! We anticipate a very large crowd, and having a sufficient number and variety of food vendors is essential.

- As a food vendor, your booth/kitchen will be in the parking lot behind the US Bank in Old Town Sherwood - there is access to water and power and plenty of room for your customers. A large number of vendors apply for a limited amount of spaces available, so apply early and note the application process explained below. You must stay open until at least 8 PM Friday and Saturday nights, and we prefer that you stay open until 10pm each night to provide food for nighttime Festival attendees. For safety reasons, no vehicles may be moved in the Food Court until 10pm Saturday.
- Food Vendor fees: The fee for a basic single space (11' wide x 15' deep) is \$325 (\$200 for non-profits). The fee for additional booth width is \$25 per foot (\$15 for non-profits.) All trailers need to be measured from the tongue tip to back of trailer with doors (or awnings) open to determine space needed. There is a Food Vendor clean up deposit of \$50 which will be refunded providing the vendor's space is left clean.
- Please read the **Vendor Covenants** for 2025 – some of these have changed this year. They will be enforced and may impact future acceptance to the Festival.
- The **Robin Hood Festival Food Vendor Application** is available on our website [RobinHoodFestival.org/vendors](http://RobinHoodFestival.org/vendors). We prefer that you sign and submit this application electronically; alternatively, you may print the form, sign it in ink, and mail it to us. In either case we will need a check for payment. Your application will be considered complete when we have received both your signed application and your payment. Checks will be deposited only after applications are approved.
- We will process applications only from returning vendors until March 15, and then from all vendors until April 15. After each of these dates we will notify applicants whether they have been accepted for the Festival. Applications received after April 15 will be considered on a space available basis.
- We will also need the following documents – the last four may be sent after your application is approved. We prefer that these documents be emailed, to reduce paper use. Email: [RobinHoodVendors@gmail.com](mailto:RobinHoodVendors@gmail.com).
  - Full Menu w/prices
  - Dimensions and picture of booth
  - Non-Profits: Copy of your 501(C)(3) and/or 501(C)(4) certificates.
  - Copy of application for a Washington County Environmental Health temporary restaurant license.
  - Copy of Food Handler's Permit
  - Certificate of Insurance. See **Vendor Covenants** for insurance requirements.
- Food Vendor selection will be based on past participation and good standing, and variety of menu choices. Decisions will be made by the Vendor Committee.

Inspectors from the Washington County Public Health Division will inspect each food booth during vendor setup on Friday, and will be present during the Festival. Fire marshals may also be on site to check for compliance with fire code.

If you have questions, please send an email to: [RobinHoodVendors@gmail.com](mailto:RobinHoodVendors@gmail.com).

Hip, hip, huzzah! We are looking forward to having you join us this year!

Sincerely,

Vendor Committee, Sherwood Robin Hood Festival Association

Website: [www.RobinHoodFestival.org/vendors](http://www.RobinHoodFestival.org/vendors)

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