



VENDOR APPLICATION

SATURDAY, SEPTEMBER 24, 2022 (12:00 PM – 8:00 PM)

WAR MEMORIAL PLAZA

101 N. GAY ST.

**2022 BALTIMORE CHARM CITY LIVE
VENDOR APPLICATION**

FESTIVAL OVERVIEW

Baltimore's Charm City Live festival of music, food, and fun will be held September 24, 2022 in War Memorial Plaza. 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, September 16, 2022**
No acceptances after the deadline

Application Acceptance Notification: Monday, September 19, 2022
Vendors will be notified of their selection to participate

Application Payment Deadline: Wednesday, September 21, 2022

All payments must be made by money orders
Food Trucks fee-\$200 Stationary Merchandise Vendor fee- \$100

Insurance Deadline: Thursday, September 22, 2022
Proof of Insurance (minimum \$1,000,000 coverage) is required. All vendors must provide one day coverage for the festival.

Food Permit Deadline: Thursday, September 22, 2022
(FOOD TRUCK 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 Thursday, September 22, 2022**. Food permits can be obtained by visiting www.baltimorehealth.org or 410-396-4398/4424

Merchandise Vendors- All merchandise vendors must have a sales & use tax. If a vendor needs a temporary sale& use tax license you can contact

DJohnson3@marylandtaxes.gov / www.marylandtaxes.gov or 410-767-1184

Electricity will be provided but merchandise vendors will be responsible for bringing their own tents, tables and chairs. Vendors will be allowed 15ft to vend. No sharing of space will be allowed between vendors. Unlicensed vending will not be allowed.

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, payments and required permits, and licensing must be brought in person to 401 e. Fayette Street, Special Events office.

Set-up: Set up times

Saturday, September 24,2022 | 8:00 AM – 10:30 AM
(No Vendors will be allowed in after 10:30 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, September 24,2022

Business Name:

Business Owner:

Address:

Phone Number:

Email:

Social Media Handle:

Brief Description of Menu/Merchandise:

