



# BAM | BOISE ART MUSEUM ART IN THE PARK 2020

March 20, 2020

Dear Concessionaire,

We invite you to apply to be one of the juried concessionaires for Boise Art Museum's 66<sup>th</sup> annual *Art in the Park*. Held in Julia Davis Park near the heart of downtown Boise and adjacent to the Boise Art Museum, *Art in the Park* provides an ideal atmosphere for concessionaires and the more than 250,000 visitors who attend each year.

Proceeds generated by *Art in the Park* are used to produce the annual event and to provide vital support for the Boise Art Museum. *Art in the Park* is the largest single fundraiser for the Boise Art Museum, an educational and charitable 501(c)(3) organization.

Regardless of past participation, all concessionaires are required to submit an application and be juried. Our goal is to present a high-quality event attracting many attendees and resulting in good sales for all participating concessionaires. Applications will be reviewed based on the following criteria: quality, variety, and price point of menu, health standards, booth appearance, space availability, and power use requirements. If you have previously participated, we will also review adherence to *Art in the Park* guidelines, as well as sales/volume.

To apply for *Art in the Park*, please submit your application on our website at <http://www.boiseartmuseum.org/art-in-the-park/art-in-the-park-food-vendor-info-center/> by end of business on Thursday, April 30, 2020.

**Application Fee:** \$40 per application, one application per location

**Concession Fee** Due after acceptance  
Cart - \$150.00  
Trailers/Regular Booths - \$250.00

**Power Use Fee:** Due after acceptance  
110 volts - \$100.00 per line  
220 volts - \$125.00 per line

The Power Use Fee pertains only to those booths that utilize power from a park source for their concessions. Booths that are self-contained or use a separate low profile, low sound generator for *all* their power needs will not be charged a Power Use Fee.

In addition, concessionaires shall pay 25% of the gross receipts during *Art in the Park* to the Boise Art Museum. Gross receipts are total sales minus sales tax. No other deductions are allowed. At check-in for the event, concessionaires will provide either a blank, signed check or valid credit card information, along with a signed copy of the Payment Form. BAM will process payments between 8:00 a.m. and 5:00 p.m. beginning on Monday, September 14, 2020.

The hours for this year's event will be as follows:

Friday, September 11	10:00 a.m. – 8:00 p.m.
Saturday, September 12	10:00 a.m. – 8:00 p.m.
Sunday, September 13	10:00 a.m. – 5:00 p.m.

Check-in and set-up for all concessionaires will take place on Wednesday, September 9, 2020. Vendors will be assigned a specific time slot for set up, beginning at 9:00 a.m.

**All trailers/carts must be completely set up by Wednesday at 8:00 p.m., and removed from the park by Sunday at Midnight. Concessionaires may not begin breakdown until 6:00 p.m. on Sunday. No exceptions will be granted.**

Notification of acceptance as a concessionaire will be emailed by Friday, May 22, 2020. At that time, accepted concessionaires will be sent *Art in the Park* guidelines, a Concessions Agreement to sign, and an invoice for concession and power fees (when applicable). Concessionaires not accepted to *Art in the Park* will be placed on a wait list unless they decline.

### Changes for Art in the Park 2020

APPLICATION: BAM is transitioning to an online application process. If you would prefer, we will still accept applications by mail this year. Please contact Event Coordinator Andrea Burke for a printable form: [AIP@boiseartmuseum.org](mailto:AIP@boiseartmuseum.org) or (208) 345-8330 ext. 114.

LAYOUT: The City of Boise Parks and Recreation Department no longer allows vehicles on turf. Food trucks and trailers will be positioned along the park road.

CHECK-IN and CHECK-OUT: In order to expedite the checking in and checking out processes, concessionaires must provide either a blank, signed check or valid credit card information, along with a signed copy of the payment form at check-in. Concessionaires must submit the final accounting form and sales reports to the Concessions Chairperson before leaving the park and no later than 8:00 p.m. on Sunday, September 13. BAM will process commission payments between 8:00 a.m. and 5:00 p.m. beginning on Monday, September 14.

If you have any questions, please contact me at (208) 345-8330, ext. 114 or at [AIP@boiseartmuseum.org](mailto:AIP@boiseartmuseum.org).

Sincerely,



Andrea Burke  
Event Coordinator