



June 22, 2009, 2009

Dear Prospective Food Vendor:

On behalf of the American Turkish Association of Washington DC (ATA-DC), we are pleased to announce that the **7th Annual Turkish Festival** is scheduled for **Sunday, October 4, 2009** from 10:00 AM to 6:00 PM on Pennsylvania Avenue NW between 13th and 14th Streets.

Washington, DC Turkish Festival has become a DC tradition which is celebrated by Turks, Americans, and people of other ethnicities alike. Last year, more than 15,000 people most of whom were non-Turkish visited the Festival. It is a fact that thousands of people come to the festival to taste and enjoy the world-famous Turkish cuisine. Therefore, our desire is to showcase the best Turkish cuisine from a wide variety of food vendors. In this regard, we invite you to participate in Turkish Festival 2009. The terms, conditions, and costs for participating are explained in the following pages.

Due to the DC Government's strict permitting and our rental equipment deadlines, if you would like to participate in this year's Festival, you must return the enclosed participation form and by **August 1, 2009. We will not be able to accept late applicants.** We will confirm Festival logistics around September 1st.

On behalf of our colleagues at ATA-DC and on the Festival Committee, we look forward to working with you to present the best that Turkey has to offer. We believe that with your participation, we will have another successful festival—perhaps the best cultural/ethnic festival Washington DC has ever seen!

For questions, please contact Erdal Sarper, Food Coordinator, at 202-247-5756 or foodvendors@turkishfestival.org or call Sema Muslu at 703-338-4738.

Best regards,

Erdal Sarper
Chairperson, Food Vendor
Committee

Burak Sahin
Chairperson, Turkish Festival

Demet Cabbar
President, ATA-DC

Handwritten signature of Erdal Sarper in black ink.

Handwritten signature of Burak Sahin in black ink.

Handwritten signature of Demet Cabbar in black ink.



American-Turkish Association of Washington D.C.
1526 18th St. NW • Washington DC 20036
www.atadc.org

2009 Turkish Festival Terms and Conditions

Please read the following terms and conditions for participating in this year's Festival carefully. All food vendors who participate must agree to these terms and conditions.

- ∞ **Commissions**— There will be no commission fee, no tickets and no fixed menu pricing.
- ∞ **DC Sales Tax**— It will be the vendor's responsibility to pay DC Sales Tax.
- ∞ **DC Health Department Orientation**—Food vendors will be **required** to attend an orientation session with the DC Health Department. ATA-DC will arrange this meeting close to the Festival date. Due to certain violations by food vendors last year, **the DC Health Department has informed us that vendors who do not attend this session will not be able to set up on the day of the Festival.**
- ∞ **Drinks**—ATA-DC will sell Turkish Tea & Coffee. Therefore no vendor will be allowed to sell these types of items. ***Also alcoholic beverages may not be sold.***
- ∞ **Fire Extinguishers** – All food vendors must bring their own fire extinguisher.
- ∞ **Gloves and Head Cover** - All food vendor employees must wear gloves and cover their head when they work. Otherwise your tent may be shut down.
- ∞ **Ice**- Festival will not provide ice this year. Food vendors should bring the ice if they need
- ∞ **Propane Permit**— The festival committee is working to secure a permit for each vendor.
- ∞ **Signage** - Vendors are responsible for their own signage and displays
- ∞ **Tables** - All tables must be covered; vendors are responsible for providing their own table coverings
- ∞ **Tents**- The Festival Committee will rent tents, tables, and chairs for vendors. Please rent the tent size that meets your needs. If you do not stay within the premises of your tent the DC Health Department will reinforce regulations by shutting down your tent.
- ∞ **Terms of Payment** -The fee is based on each vendor's tent size, table, and electrical requirements. Should you decide to participate in the Festival, 50% of the participation fee must be paid by check to "ATA-DC" when you return the forms. The other 50% should be paid by September 15.

Responsibilities

| Vendors | ATA-DC/Festival Committee |
|--|---|
| <ul style="list-style-type: none"> • Set up vendor area | <ul style="list-style-type: none"> • Rent and construct tents |
| <ul style="list-style-type: none"> • Provide tablecloths (red or white) | <ul style="list-style-type: none"> • Rent generators & provide electrician |
| <ul style="list-style-type: none"> • Provide cups, plates, napkins, forks, knives etc | <ul style="list-style-type: none"> • Rent tables & chairs |
| <ul style="list-style-type: none"> • Provide take home containers (if appropriate) | <ul style="list-style-type: none"> • Handle all the marketing activities of the Festival and Turkish Restaurant Week |
| <ul style="list-style-type: none"> • Provide Restaurant Name Sign | |
| <ul style="list-style-type: none"> • Provide Menu Signs | |
| <ul style="list-style-type: none"> • Bring fire extinguisher | |
| <ul style="list-style-type: none"> • Provide an extension cord for each machine and outlet you need | |



2009 Turkish Festival
Food Vendor Application

Business Name: _____

Business Address: _____

Primary Contact: _____

Phone Number: _____

Table with 4 columns: Item, Rental Cost*, # required, Total. Rows include Tables (3ft x 6ft), Meat Entree Serving Vendor* (10 x 20 tent), Meat Entree Serving Vendor* (10 x 10 tent), Non-Meat Entree Serving Vendor** (10 x 20 tent), Non-Meat Entree Serving Vendor** (10 x 10 tent), Electrical Outlets, Propane/charcoal permit fee, Grand Total, and Amount due to ATA-DC (50% of Total) by August 1, 2009.

Rental Costs include water.

* Meat Entrees include doner, lahmacun, kebab, etc...

**Non-Meat Entrees include manti, gozleme, simit, side dishes, deserts, bakeries, salads, vegetarian dishes, etc.

Return this form by August 1st to:

2009 Turkish Festival
c/o Erdal Sarper
2530 13th St. NW
Washington, DC 20009

Make checks payable to "ATA-DC"

Signature _____

Date: _____

Print Name _____

