

# Illuminate Isanti 2024



## Food/Beverage Vendor Application

Illuminate Isanti is the City of Isanti's holiday lighting event. This free event will be open December 1<sup>st</sup> – 31<sup>st</sup> with vendors added Friday and Saturday and Santa will be there the three Saturdays before Christmas.  
Lights will be on 5:00pm – 9:00pm every day in December.

City of Isanti  
110 First Avenue NW  
PO Box 428  
Isanti, MN 55040  
Phone: 763.444.5512  
Fax: 763.444.5560  
[www.cityofisanti.us](http://www.cityofisanti.us)

NAME OF BUSINESS \_\_\_\_\_

CONTACT NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

BUSINESS PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

WEBSITE \_\_\_\_\_

LIST OF FOOD/ITEMS TO BE SOLD: \_\_\_\_\_

### VENDOR FEE (per date)

- ☐ \$25 City of Isanti-based Business or Organization
- ☐ \$50 Non-Resident
- ☐ \$25 add on to vendor fee to utilize shed provided by City\*\*

Amount Enclosed \$ \_\_\_\_\_  
Make check payable to City of Isanti.

Select desired date(s):

- |  |  |
|--|--|
| <input type="checkbox"/> Friday, Dec. 6    | <input type="checkbox"/> Friday, Dec. 20   |
| <input type="checkbox"/> Saturday, Dec. 7  | <input type="checkbox"/> Saturday, Dec. 21 |
| <input type="checkbox"/> Friday, Dec. 13   | <input type="checkbox"/> Friday, Dec. 27   |
| <input type="checkbox"/> Saturday, Dec. 14 | <input type="checkbox"/> Saturday, Dec. 28 |

*If a preferred date is full, you will be contacted to select an alternative.*

**Waiver of Liability** Responsibility Indemnification—to the extent permitted by law, participant hereby agrees to protect, indemnify, defend and hold harmless the City of Isanti, City employees, agencies, insurers and volunteers against all claims, losses or damages to persons or property and costs arising out of or connected with the associated event, including, but not limited to: set-up, removal, maintenance, occupancy or use of the property, the City of Isanti and its affiliates. By signing this form, you accept & agree to abide by the rules & regulations set forth for the event.

Authorized Signature \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

- ☐ An ST-19 tax form must be submitted with this application for our records.
- ☐ A copy of your Liability Insurance and State Health Permit must accompany your application. Waiver of Liability must be signed (on this form)
- ☐ Signed copy of Park Code of Conduct in Public Facilities and Events.

- Cancellations must be made at least 1 month prior to event for refund. Within 1 month, all fees are forfeited unless event is canceled by the City.
- Confirmation of approval or denial will be provided upon receipt of your application.
- All vendors must comply with loading/ unloading and parking regulations/restrictions. This info will come 1 week before the event begins. Vendors must remain onsite for the duration of the event (presumably 4:00pm-9:30pm each night).
- Coordinator reserves the right to limit the types of products or food you offer to minimize competing vendors onsite and to meet event standards.
- All sales taxes and filings are the sole responsibility of the vendor.
- In case of inclement weather, vendors will be notified of cancellation. No refunds will be granted.

*The City of Isanti reserves the right to accept and deny vendors and limit the amount of food/beverage vendor spaces per each date.  
Checks will be returned to vendors who are not selected to participate this year.*

Email completed application to [isantiparks@cityofisanti.us](mailto:isantiparks@cityofisanti.us) or mail to City of Isanti address above.



## CITY OF ISANTI

### PARK CODE OF CONDUCT POLICY IN PUBLIC FACILITIES AND EVENTS

#### Policy

##### **City of Isanti Code of Conduct for Public Facilities and Events**

This Code of Conduct covers behavior of the interaction between members of the public and City officials and City staff in any private or public meeting, community event or private or public correspondence.

- **Be considerate.** City officials and staff look forward to hearing feedback from members of the community. It is important to remember to treat others how you would like to be treated. We are a community of well-mannered individuals, and we conduct ourselves as such. Be kind to others. Harassment and other exclusionary behavior are not acceptable. This includes, but is not limited to:
  - Violent threats or language directed against another person.
  - Verbal abuse or behavior that undermines the working relationship.
  - Discriminatory jokes and language.
  - Posting sexually explicit or violent material.
  - Posting (or threatening to post) other people's personally identifying information.
  - Personal insults, especially those using racist or sexist terms.
  - Advocating for, or encouraging, any of the above behavior.
  - Repeated harassment of others. In general, if someone asks you to stop, then stop.
- **Be respectful.** City officials, staff and members of the community shall treat one another with respect. Everyone can make a valuable contribution. We may not always agree, but disagreement is no excuse for poor behavior and poor manners.
- **When unsure, ask for help.** Asking questions avoids many problems down the road, and so questions are encouraged. Those who are asked questions should be responsive and helpful. However, when asking a question or making statements, care must be taken to do so in an appropriate forum.

#### Policy Enforcement Plan

The emphasis on enforcing the Code of Conduct in Public Facilities and Events Policy is through voluntary compliance. A person not following this policy and/or actions resulting in harassment may be asked to leave the facility or event. If individual is not following the policy, staff with the City of Isanti reserves the right to ask them to leave the event, may not be considered as a vendor for future events, and individual will waive any fees paid to the City for the event.

#### Acknowledgment

As a vendor, I hereby understand and have read the Park Code of Conduct Policy in Public Facilities and Events and agree to follow as stated above.

\_\_\_\_\_ Printed Name      \_\_\_\_\_ Printed Business Name  
\*If Applicable

\_\_\_\_\_ Signature      \_\_\_\_\_ Date