



315 S. 3rd Street, Manhattan, KS 66502 • 785.587.2726

A NEW FOOD FESTIVAL IS COMING TO TOWN!

The Flint Hills Discovery Center is excited to announce a new festival for Manhattan, the Flint Hills Food Fest! The Flint Hills Food Fest is a celebration of food and drink in the Flint Hills. It will be an excellent opportunity for you to celebrate food in the Flint Hills and promote your business to potential customers.

Locals and visitors in town for the Labor Day holiday will be able to stroll through Blue Earth Plaza and sample food from throughout the region. With music in the air and children playing games it will be a great atmosphere for all.

We believe the Flint Hills Food Fest has the potential to become a major regional festival. A recent Facebook survey asked, "What type of events or festivals would you wish happened in MHK?" By far the number one answer was "Food Festival." Anecdotally, every time we have mentioned to a friend or visitor to the Discovery Center that we are working on the food festival the response has been universally positive. Many have asked for the date so they could tell their friends and family!

Restaurants, caterers, and food trucks or trailers are invited to participate. Vendors may serve alcohol with the Discovery Center carding any attendees. Vendors may serve any food or beverage.

As an added appeal for attendees there will be a "**Best Bite of the Flint Hills**" contest for vendors. In addition to their menu every vendor must offer at least one small dish priced at \$5 or less. It may be any dish of your choice. This will be a fun way for foodies to sample dishes from multiple vendors and express who they think has the best bite. You could win bragging rights for having one of the best bites of food in the Flint Hills!

The festival will be Labor Day, Monday, September 6th, with service from 11 am to 4 pm. For our inaugural year the festival will be free to public with controlled access points. Based upon discussions we have had with other communities hosting similar events the potential for a large number of attendees is significant.

The requirements, guidelines and application are attached. Do not miss this opportunity to help create a new, fun, community supported food festival!

See you at the festival,

Jonathan Mertz, Event Supervisor

Flint Hills Discovery Center | 315 S. 3rd Street | Manhattan, KS 66502
785.587.2726 Ext. 5607

Participant Requirements

- You must sell food. Handing out samples with information about your business does not count.
- You must have a current State of Kansas food service license and if applicable, Kansas Alcoholic Beverage Control Division Liquor License. Licenses must be available in your booth or truck the day of the festival.
- You are responsible for your tables, chairs and tents. Seating and tables for guests will be provided by the Flint Hills Discovery Center.
- Booths on grass are required to have tarp or other flooring.
- You are required to have a hand washing and sanitizing station for your staff.
- You are required to have your own trash receptacle. There will be a designated location to take trash.
- Trucks, trailers, and tents on the street must provide their own power. Electricity will be available to a limited number of tents on the grass. Participants in tents must provide their own heavy duty extension cords.

Logistics

- Food trucks and trailers will be located on Third Street or Colorado Street.
- Participants with tents will be located on the Blue Earth Plaza lawn. Booths are 12' x 20'.
- Set up begins at 8:00 AM.
- Vehicles must be removed by 10:00 AM. Vehicle access to the festival area will be closed at that time.
- Booths must be ready to serve at 11:00 AM.
- Service may end no sooner than 4:00 PM.
- Food trucks and trailers must be off the street by 5:00 PM.
- Tents on Blue Earth Plaza must be removed by 6:00 PM.
- Space is limited. Priority will be given to vendors who are based within a county within the Flint Hills region and when the application was received.
- Booths may not be shared by multiple restaurants.

Alcohol

- Blue Earth Plaza and the adjoining streets will have controlled access. Attendees may carry drinks within the controlled festival grounds.
- Attendees will be carded and given wrist bands prior to entering the festival grounds. It is the responsibility of the participating vendors to check for wristbands before serving.
- Vendors with a current Kansas Alcoholic Beverage Control Division Liquor License may sale beverages at their tent with the following guidelines:
- Beer: May only be served in a can or plastic tumbler. Glass bottles are not allowed
- Wine: May only be served in plastic tumbler.
- Cocktails: Must be premixed off site and must be served in a plastic tumbler.
- Vendors may not serve to anyone that appears intoxicated.

This is a family friendly event.

Large serving portions are HIGHLY discouraged.

Best Bite in the Flint Hills

- All vendors must participate.
- The Best Bite item must be priced at \$5 or less.
- The Best Bite item may be any food or non-alcoholic drink.
- The Best Bite item must be highlighted on your menu or separate sign using the words "Best Bite in the Flint Hills." The name and description are at your discretion.
- Voting for the Best Bite ends at 2 PM with the winner announced at 3 PM.



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FLINT HILLS FOOD FEST APPLICATION

Business Name: _____

Address: _____

Primary Contact Name: _____

Phone: _____

Email: _____

Category: Truck or trailer Tent

Alcohol Service: Yes (copy of license attached) No

Electricity Requested: Yes No

Description of menu (menu may be attached): _____

Payment:

\$50 vendor fee attached.

Please invoice \$50 application fee.

Applications may be submitted by email to mertz@cityofmhk.com. Vendor fee checks may be mailed to the Flint Hills Discovery Center, Attn: Jonathan Mertz, 315 S 3rd Street, Manhattan, KS 66502. Make checks payable to the City of Manhattan. Final application and fee submission deadline to be included in print material is Monday, August 16, 2021.

We the undersigned have read the participant requirements and agree to participate in the Flint Hills Food Fest on Monday, September 6, 2021 from 11:00 am to 4:00 pm.

Signature

Title

Print Name

Date