



**WE ARE HOSTING A JUNETEENTH CELEBRATION
AND WANT YOU TO BE A PART OF IT!**

We are looking for vendors and partners to
set up booths at the event

The event is free to the public and will be thoroughly
advertised, to ensure the biggest audience for your
merchandise

There will be local food vendors, local BIPOC business
booths, nonprofit booths, a kids corner, 21+ bar, a live
DJ, and live performances throughout the night

**FRIDAY, JUNE 16TH @ 5PM - 11PM
THE REDD ON SALMON ST
831 SE Salmon St,
Portland, OR 97214**

If you are interested, please contact us at
bnoentertainment710@gmail.com or
503-799-1746 or 503-781-9118 or visit
www.bnoentertainment.com for additional information

Limited spots available on a first come, first serve basis





Vendor Registration

Friday June 16, 2023
The Redd on Salmon St.
831 SE Salmon St,
Portland, OR 97214

We would like to invite you to participate in our Juneteenth celebration!

Vendors will be registered on a first come first serve basis, so please register before the deadline to secure your spot and avoid a late registration fee. The late registration fee is \$25.

This official Vendor Registration form must be completed and submitted along with payment by Deadline:
June 3, 2023.

Vendor Fees:

Type	Included	Fee
Vendors (Non-Food)	10x10 space, 2 chairs	\$50
Food Vendor*	10x10 space, 2 chairs	\$50
Optional: Limited Tables Available for Rent	52"x24" Adjustable Worktable	\$25

*If you are a food vendor, you will need to complete the **Temporary Restaurant form required by the Health Inspector** and provide us with a copy of your permit. If you are planning on bringing a propane tank, you will need to obtain a **Propane License from the Portland Fire Marshal**. Both forms are attached for your convenience.

**Food trucks are NOT subject to Temporary Restaurant form license as long as all licenses are up to date.

You will need to furnish your own space, this includes tables, tents, etc. Limited 52"x24" adjustable worktables available for rent. We will provide chairs if needed. Power and water will be provided, but you are responsible for bringing adequate equipment to route power to your booth (extension cords, etc).

We will have a walk through of the venue a week prior to the event. Details will be sent out via email.

This form must be completed and submitted along with payment no later than June 3, 2023.

You can pay online at: www.bnoentertainment.com** Please send a screenshot of your payment along with completed forms to bnoentertainment710@gmail.com **Online payments subject to a 3% processing fee

You may also send a check or money order along with the forms to:
Tiffany @ 200 SW Market St, Ste 550, Portland, OR 97201
Make checks payable to BNO Entertainment

Fees are used for event expenses. All registration fees are non-refundable and payable upon registration.
Fees must be included with the registration form.

This event is rain or shine and will not be cancelled. This is an all-ages event and free to the public, so invite your friends and family!

VENDOR REGISTRATION AND WAIVER FORM

MUST BE COMPLETED, SIGNED, AND SUBMITTED IN ORDER TO PARTICIPATE. PAYMENT MUST ACCOMPANY
REGISTRATION. DEADLINE IS JUNE 3, 2023

SECTION A:

Name Of Business: _____

Type Of Business: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Cell Phone: _____ Office Phone: _____

Email: _____

SECTION B: UTILITIES

I understand that for the 2023 Juneteenth Celebration, I, the vendor, will be responsible for providing my own tent, table, whatever is needed to furnish my space. Power and water will be provided, but I will be responsible for routing/setting up my own station. Other utilities and special needs are the responsibility of the vendor. BNO Entertainment will not be providing any generators or special needs.

SECTION C: CONDITION OF THE AGREEMENT AND LIABILITY WAIVER

I wish to be a vendor at the Juneteenth Celebration. I also understand that I will provide any additional equipment needed to furnish my space (tent, table, chair, etc.). I will be set up by 5pm on Friday June 16, at which if I have not set up by that time, or made previous arrangements with the event manager, my space will be considered a "no show" and no refunds will be issued. I agree to conduct business in a responsible and professional manner. I release BNO entertainment and its staff from any and all liabilities and take full responsibility for the products/services I bring to the event and the actions thereof. I will clean up my space after the event and will be liable for clean-up fee should I not properly tidy up.

I HAVE READ AND AGREE TO ALL THE TERMS LISTED ABOVE.

INCLUDED IS MY VENDOR FEE. NO REFUNDS

VENDOR SIGNATURE: _____ DATE: _____

PLEASE SELECT VENDOR TYPE:

NON-PROFIT/INFORMATIONAL

RETAIL VENDOR

FOOD VENDOR (COMPLETE HEALTH INSPECTOR FORM)

CORPORATE VENDOR

Send form and payment by Check or Money Order to:
Tiffany @ 200 SW Market St, Ste 550, Portland, OR 97201
Make checks payable to BNO Entertainment

Or scan and email form with proof of online payment to bnoentertainment710@gmail.com
Pay online at www.bnoentertainment.com *Online payments subject to 3% processing fee

Contact us for additional payment options. 503-799-1746 or 503-781-9118 or by email.

Environmental Health Services



Single Event Temporary Restaurant License Application

A 100% late processing fee will be added to each temporary license fee that is not received in the Environmental Health Office by noon two business days before the event begins. [MCC § 21.612]

****INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED****

Facility #:
Audit/License #:

1. Restaurant/Organization: _____
 Licensee (owner or organization): _____
 Address of Licensee: _____

Phone #: _____
 Email: _____

Event: _____ Date(s) of Event: _____

Location (Street name/number): _____ Hours: _____

Event Coordinator: _____ Phone: _____ Email: _____

Booth: Set-up time on first day of event: _____ Start time: _____

Person in charge of Food Booth: _____ On-Site Phone: _____

Menu: (list all food items, including perishable toppings):

Food item	How Served		Made to order		Off-site prep		At event prep		Describe cooking method
	Hot	Cold	Yes	No	Yes	No	Yes	No	

2. All food must be prepared in a facility approved by the Health Department or the Department of Agriculture.

- Home prepared foods not allowed.
- No cooling allowed in Food Booth.

3. Licensed restaurant/commissary used for food preparation, storage and dish/utensil washing. If all done onsite, mark "onsite only" below *

Name: _____ Phone: _____

Address: _____

Date: _____

Person granting permission to use restaurant/commissary (Print name and signature)

*Food Preparation, Food Storage and Dish/Utensil Washing Done Onsite Only

Environmental Health Services



- 4. Handwashing:** Describe: _____
- a. Water container must have a spigot that allows for a **free-flow** of water (Push-button type not allowed).
 - b. Water container and catch basin must be 5 gallon capacity.
 - c. Temporary hand wash station **must** be set up **before** food preparation begins.
 - d. Provide warm water.

- 5. Disposal of waste water:** (i.e water used for handwashing, washing dishware, bleach solution, cold/hot-holding)
Describe: _____
- (Waste water must not be disposed of on ground or in storm drain).**

- 6. Food temperature control:**
How will you provide for proper food temperature control (below 41° F, or above 135° F) in booth?
- a. Cold-holding devices (i.e., refrigerator, ice chest, freezer)
Describe: _____
 - b. Hot-holding devices (i.e., warmer, steam table, heat cabinet, burner)
Describe: _____
 - c. Rapid-heating devices (i.e., stove, oven, burner, grill)
Describe: _____

- 7. Counter cleaning and sanitizing:**
(1 teaspoon of bleach per gallon of water and chemical test papers to monitor concentration of bleach). Provide 2 sanitizer set-ups.

- 8. Booth construction:**
(Floor: non-absorbent surface such as wood, concrete or plastic tarp; grass must be covered)
(Ceiling: hard or soft covered structures such as canopy or tent).
Describe: _____

- 9. Food handler's cards:** must have before event..... Yes No
Probe thermometer: (Range of 0° F – 220° F) Yes No

Submission of Application:

All portions of the application must be completed

<p>Refer to Fee Schedule or www.mchealthinspect.org or call office @ (503) 988-3400 If your event operates more than 30 days and you have an interruption in food service or your license expires, a written notification is required from the Event Coordinator stating your last date of operation; or notification to the EHS office prior to interruption to avoid late fees.</p>	<p>Make check payable to: Multnomah County Environmental Health Services 847 NE 19th Avenue, Suite 350 Portland, OR 97232 (Pay by phone available)</p>
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Benevolent Administrative Processing Fee (Once Each Calendar Year)
Benevolent temporary restaurants are charged a fee for the application process. This is not a license fee. A permission letter must be submitted with application if Benevolent Organization allows another operator to use its Non-profit Tax ID number. The Benevolent organizations are the responsible party for that event therefore approval for use of their Non-profit tax number must be verified. All proceeds must go to the benevolent organization.
Non-profit tax ID #: _____ **(A photocopy of 501C3 is required)**

Inspection(s) of your temporary restaurant may occur at any time from the point of setting up to the point of closing down your food service operation. All temporary restaurant licenses are issued for each single event for the location, operator, and dates posted on each license.

Signature of Applicant: _____ **Date:** _____

Permit Application Portable Propane Devices



Portland Fire & Rescue
Fire Marshal's Office
1300 SE Gideon St.
Portland, OR 97202-2419
Phone: 503-823-3712
Fax: 503-823-3925



**A permit must be obtained for each location/booth.
Permit fee is \$35 per calendar year.**

How to apply for a permit:

- Complete and submit this application with payment. If payment is not received no permit will be issued.
- Mail or deliver the completed application and \$35 payment to:
1300 SE Gideon St., Portland, OR 97202. (make checks payable to "Portland City Treasurer")
Office hours: 8:00 AM - 3:30 PM, Monday – Friday.
- Application can also be emailed to pfrpc@portlandoregon.gov. Then call to make payment by credit card.

**Complete the following information and read all requirements on reverse side of this application.
Permits may be revoked or citations issued if conditions are not followed.**

Type of operation: push cart/stand food truck festival/event booth
 other (description): _____

Applicant Name: _____

Business Name: _____

Business Owner: _____

Mailing Address: _____

Contact Phone: _____

Location where the equipment will be _____

(event name or address of cart/food truck location)

I have read, understand and will follow the requirements on the back of this form. Additionally, I will provide all information to employees working at this location. I understand that failure to comply with these requirements may result in cancelation of the permit or issuance of a citation.

Signature: _____ Date: _____

Please Post Permit in a Visible Location

Office Use Only	
Date: _____	Permit Number: _____
Cash <input type="checkbox"/>	Check #: _____
Receipt #: _____	
Received From: _____	
Permit Issued By: _____	

REQUIREMENTS FOR THE USE OF PORTABLE PROPANE FUELED DEVICES

**All vendors using propane must have a current propane permit visibly posted in each booth/cart.
If unable to post, operators must have the propane permit available on site by request.**

1. Each location operating with portable propane is required to have one **2A-10BC or higher-rated fire extinguisher**. A **K-Class fire extinguisher** is required if cooking with a deep fat fryer or any device with more than ¼ inch of cooking oil or grease. **All fire extinguishers** must be serviced annually and have a current tag from the certified fire extinguisher company.
2. Do not store propane cylinders in buildings or enclosed structures. Tanks must be outside the cart in a vented area.
3. When the appliance is not in use or when changing a cylinder, the fuel supply must be **turned off at the cylinder** (not only at the appliance).
4. All equipment must be located away from flame or spark-producing devices to prevent excessive heating. There must be at least a one-foot clearance between appliances and combustibles.
5. All equipment and appliances used in the fuel system must be approved for propane use.
6. All equipment must be protected from physical damage.
7. All valves must be easily accessible.
8. Appliances where the flame is not visible while operating must be equipped with an automatic shutoff device.
9. Vending carts/trucks are limited to a two-week supply of fuel (maximum of two 25-gallon cylinders).
10. All equipment must be used as designed.
 - Cylinders designed for vertical use shall not be laid down when in use.
 - Cylinders larger than 5 gallons must be secured upright to prevent falling or being knocked over.
 - A regulator must be attached to each cylinder. If using a gas manifold, up to two cylinders may be connected to one regulator.
 - All cylinders must have protective collars around the valves and must be in good condition.
 - All cylinders must have a current hydrostatic test date stamp.
 - Propane cylinders cannot be tied/placed together with carbon dioxide (CO₂) cylinders.
 - All cylinders must be equipped with an Overfilling Prevention Device (OPD). Tanks without this device will not be allowed.
 - Do not place tape on the connection between the regulator and propane cylinder. This connection is designed to have metal-to-metal contact.
 - Regulators, connections and hoses must be replaced if damaged.
 - Supply lines cannot be joined together.
 - The hose between the regulator and the manifold cannot exceed two feet in length.
 - Only approved propane clamps are allowed on supply lines. Use of aviation, automotive, or other types of clamps are not allowed.
 - Supply hose shall be long enough to join the appliance to the cylinder, but not longer.
11. Propane fueled **heating** appliances **are not** approved for indoor use under any conditions. This includes, but is not limited to tents and structures intended for outdoor use.