



## Vendor Application (Mobile Fillable)

Hagerstown Latino Festival — Sunday May 3, 2026 — 11:00 AM to 9:00 PM  
University Plaza, 50 W. Washington St, Hagerstown, MD 21740  
Email: [info@hagerstownlatinofest.com](mailto:info@hagerstownlatinofest.com) • Tel. 770-312-8668 • Tel. 240-888-5485  
[hagerstownlatinofest.com](http://hagerstownlatinofest.com)

### Vendor Type & Fee (select one)

- Food Vendor — \$600
- Fruits / Fresh Fruit — \$400
- Ice Cream / Desserts — \$300
- Arts & Craft — \$400
- Non-Profits (documentation required) — \$100

### Vendor / Contact Information

Business / Vendor Name:

Contact Name:

Phone:

Email:

Website / Social:

Mailing Address:

City:

ST:

ZIP:

### Products / Services

Describe what you will sell / provide (menu, items, pricing, etc.):

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## Booth & Setup Needs

Preferred Booth Size:

Number of Staff:

Electricity Needed?

Details:

Yes

No

## Permits / Compliance (check all that apply)

Health Dept / Food Permit

Food Handler Certification (if applicable)

Maryland Sales Tax ID (if applicable)

Liability Insurance (recommended)

Non-Profit documentation attached

## Payment (Authorize.net)

Pay your vendor fee using our secure payment link (Authorize.net). Then enter your payment confirmation / transaction ID below.

Payment link (tap):

<https://hagerstownlatinofest.com/pay>

Payment Confirmation / Transaction ID:

Amount Paid (\$):

## Submission

Email this completed PDF to info@hagerstownlatinofest.com. We will confirm after we receive your form and verify payment.

## Agreement & Signature

I certify the information is accurate. I agree to follow Vendor Rules & Regulations and understand fees are non-refundable.

**I Agree**

Printed Name:

Business Title:

Signature (use Fill & Sign):

Date:

Tip: Some website PDF viewers don't support fill/sign. Tap "Download" and open in Adobe Acrobat to fill & sign.

## **Vendor Rules & Regulations (Summary)**

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- All vendors must be approved by the festival prior to participating.
- Payment is due immediately upon acceptance. All fees are non-refundable.
- Vendors must provide their own tables, tents, weights, extension cords, and supplies unless otherwise arranged.
- Set-up must be completed before 11:00 AM. Tear-down begins after 9:00 PM and must be done safely.
- Keep your area clean. Vendors are responsible for trash removal from their booth area.
- Food vendors must comply with Washington County Health Department requirements and permits.
- No open flames or generators in vendor booths unless approved in advance by the festival.
- Alcohol sales is prohibited unless specifically authorized by the festival and local authorities.
- The festival is not responsible for lost, stolen, or damaged items. Vendors participate at their own risk.
- The festival reserves the right to remove any vendor who violates these rules or creates a safety issue.

### **Acknowledgment (optional) — Initials:**