

Salt Lake City Arts Council

# 2014 Twilight Market

## Information Sheet

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Where: Pioneer Park, 200 West 300 South, Salt Lake City

Dates: July 10, 17, 24, 31, & August 7, 14, 21, & 28, 2014 (Thursdays through July and August)

Time: Set up begins at 1:00 p.m.  
Market opens at 5:00 p.m.  
Market closes at 10:00 p.m.

**We will be charging admission to the concert series. You must have your staff there BEFORE 5pm or they will have to wait in line and buy a ticket.**

1. Your display must fit within the allotted 10' x 20' space, NO EXCEPTIONS.
2. You are responsible for any damage done to Pioneer Park
3. All displays must be secure in case of sudden wind. Flying canopies can, and have, caused injury. Canopies must be weighted with sandbags or something comparable, weighing a minimum of 100 pounds.
4. If you are unable to participate in any one of the concerts, please call Market Coordinator, at 801-596-5000 **at least 24 hours in advance of the concert date.**
5. Paying taxes is your responsibility. Representatives from the Special Events Division of the Utah State Tax Commission will be at the first concert to issue Special Event Tax IDs. If you have further questions about taxes, please contact the Special Events Division of the Utah State Tax Commission.
6. The location of your booth from week to week should change very little. However, sometimes moves are necessary. Thank you in advance for your cooperation.

### Food Vendor Information

1. Four sheets of plywood are required. Anywhere food is either prepared or sold the ground has to be covered.
2. A portable fire extinguisher with a minimum **4A40BC** rating must be provided for each tent where cooking is taking place. If there are grease laden vapors present, a **K type** extinguisher is also required (i.e. deep fat frying). Inspection tags are required annually.
3. LP gas cylinders must be stored outside and kept a minimum of 10 feet from any structure.
4. Your Canopy **MUST** have the California State Fire Marshal's flame retardant certification seal. If your canopy does not have this seal you are required to purchase a new canopy. You can buy replacement tops that are certified at [www.califpalms.com](http://www.califpalms.com) under Flame retardant canopy tops. If you do not have this you will be shut down and sent home.
5. Limited electricity is available; however, extension cords are not. Please bring your own.
6. Generators are not allowed.
7. Products in glass are **not** allowed.

8. You may not sell alcoholic beverages.
9. **The Salt Lake City Arts Council will be selling beverages. You must submit a list of beverages that you want to sell to be approved by the Arts Council.**
10. **You are responsible for all clean up in your area. You will be fined for any damage done to Pioneer Park. These *fin*es are very steep, so please exercise caution when using and disposing of any materials that could cause property damage.**
11. **All food products (grease, dirty water, etc.) must be disposed of in the gray water container.**
12. Garbage cans are not to be moved from their location.
13. Vendors must bring their own garbage bags, and are responsible for bagging all refuse.
14. All food handlers are required to have a valid *Food Handler Card*.
12. If you are selling food prepared in advance:
  - You must operate in accordance with the guidelines set out by the Utah Department of Agriculture.
13. If you are selling food prepared at the market:
  1. You must operate in accordance with the regulations set out by the Salt Lake Valley Health Department.
  2. You are required to have a valid *Health Permit issued by SLV Health Department*. **This permit must be prominently displayed at your booth.**

**Important Contact Info:**

**Salt Lake City Arts Council**

54 Finch Lane  
Salt Lake City, Utah 84102  
Phone: (801) 596-5000  
Fax: (801) 530-0547  
Email: Marc.Vogel@slcgov.com

**Salt Lake Valley Health Department- Environmental Health/Food Protection**

788 East Woodoak Lane (5380 South)  
Murray, Utah 84107-6379  
Phone: (385) 468-4100  
Contact: [www.slvhealth.org](http://www.slvhealth.org)  
(Temporary health permit for 14 non-consecutive days, \$325 or \$55/day)

**Special Events Division of the Utah State Tax Commission**

210 North 1950 West  
Salt Lake City, Utah 84134  
Phone: (801) 297-6303  
Fax: (801) 297-6358

**Food Handler Card**

**Salt Lake Valley Health Department**

(801) 534-4669, ext. 4  
Cost: \$15  
(Appointment not necessary to take a class during business hours)