



May 2017

**Subject: 2017 Alexandria Irish Festival – Food Vendor Information**

Dear Vendors:

The Ballyshaners, Inc. are pleased to present the 2017 Alexandria Irish Festival. Each year the festival attracts thousands to the streets of Old Town to enjoy the sights and sounds of this event. This year's festival will be held on Saturday, August 26th at Waterfront Park, which is located on the Potomac River between King and Prince Streets. The festivities will run rain or shine from 11AM to 7 PM.

You are being contacted about the festival because you have either been a vendor in the past or have expressed interest in participating this year. I have attached the food vendor application for this event. The fee for vendors is \$225 for a standard 10' X 10' area. For non-standard areas, please make a note on your application and we will contact you to discuss pricing. As the city-authorized festival sponsors, The Ballyshaners, Inc. will assist you in filing with the Health Department and Fire Department for the city permits required to sell goods within the City of Alexandria. Food vendors must apply for a food handling permit a minimum of 30 days in advance of the event from the Health Department, located at 4480 King Street, Alexandria, VA 22302, phone 703.838.4400, ext 266 or 267. You may pay your application fee [online](#) at the [Ballyshaners website](#). Alternatively, please make your check for \$225 payable to The Ballyshaners, Inc. and mail to the address shown on the Food Vendor Application. The Ballyshaners will assign space to all vendors, and a member of the vendor committee will be on-site at 9 AM to show you to your stand location.

***Please note that sale of beer at this event is limited to The Ballyshaners stand. Revenues generated from this activity help to defray the costs of the annual St. Patrick's Day Parade.***

Parking is available on a first come-first served basis along Prince Street. **Vehicles are not permitted on festival grounds.** There are additional parking lots and structures located nearby to service the overflow vehicles. Due to limited staff, all vendors must set up their stands independently and all stands should be ready by 11 AM. The Ballyshaners provide space only. **Vendors are responsible for providing their own tables, chairs, canopies, etc.** We appreciate your interest and look forward to your participation in the 2017 festival. If you have questions, please contact us by email at [Ballyshaners\\_festival@yahoo.com](mailto:Ballyshaners_festival@yahoo.com).

Sincerely,

Tim Collins  
Chairman, Vendor Committee

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