



## Dear Prospective Food & Beverage Vendor:

Thank you for expressing an interest in being a Food Vendor for the 2026 Annual LifeFest (ALF) which will be held on **Saturday, April 04, 2026 from 12pm - 6pm**. The festival will take place in downtown Baton Rouge at the Rhorer Plaza, located at 222 North Boulevard on the lawn of city hall (expectation of 2,500-3,000 attendees).

Please find application enclosed to apply for recognition as an official 2026 Annual LifeFest registered vendor.

**Please fill out the application completely, attach deposit and proof (copy) of General Liability Insurance and return to the following address:**

2026 Annual LifeFest Planning Committee  
**Atten: ALF Food Vendor Coordinator**  
8731 Greenwell Springs Road,  
Baton Rouge, Louisiana 70814

The deadline for all ALF Food & Beverage Vendor Applications is **Friday March 27, 2026**. Once your application is received, we will inform you of your acceptance, or non-acceptance as soon as possible. In the event you are chosen to be a food vendor, you will then receive your permit, cite map, and Sales Tax forms.

If you have any questions, please feel free to contact our office at (225) 771-8121 or email us at:

[FoodVendor@AnnualLifeFest.com](mailto:FoodVendor@AnnualLifeFest.com)

## REGISTRATION REQUIREMENTS:

### ❖ The ALF Vendor Fee for Food & Beverage Vendors:

The ALF Vendor Fee is **\$200.00** per **Food & Beverage Vendor**, and will be designated as follows:

- **\$100 Vendor Deposit Fee (monetary):** To be submitted with your application
- **\$100 In-kind Meal Tickets:** *Each Food Vendor chosen by the ALF Planning Committee and appointed as an Official 2026 ALF Sponsored Food Vendor will each be responsible for providing \$100 worth of meals in the form of **Ten \$10 in-kind meal tickets** that are to be used to feed ten ALF Volunteer workers. The ten \$10 in-kind meal tickets will be categorized and recorded in the ALF Accounting Ledger as a \$100 donation that will be used by the vendor as a tax deduction. The meal tickets will be dispersed to the ALF Volunteers by the ALF Vendor Coordinator and must be accepted. Each ticket stub must be kept and turned in by each ALF Food Vendor for recording purposes.*

### ❖ The ALF Vendor Fee for Beverage or Dessert Only Vendors:

The ALF Vendor Fee per **Beverage or Dessert Only Vendor** is **\$100.00** (To be submitted with your application)

**PLEASE NOTE:** If you are **not accepted** as a Food & Beverage Vendor for the 2026 Annual LifeFest, your deposit will be refunded. If you are accepted as an Official Vendor for the 2026 Annual LifeFest but **cancel after 5:00pm Friday April 03, 2026**, you will **not** be refunded.

## OPERATING REQUIREMENTS:

Food & Beverage Vendors must have everything they need to operate. **Electricity, Water, etc. may not be provided.** You are required to keep your area free of debris and to dispose of your cardboard boxes. Wastewater must be contained in your truck. Wastewater cannot be emptied on the street at any time.

**PLEASE NOTE:** At the end of the event, your assigned area will be thoroughly inspected, and failure to clean your area appropriately will disqualify you from participating as a Food Vendor at all future Annual LifeFests.

## DEADLINE REQUIREMENTS:

Deadline for the acceptance of Food & Beverage Vendor applications is **Friday March 27, 2026**. Reservations will be confirmed upon decision of Vendor Committee. In order for the committee to consider your application as an Official Food & Beverage Vendor for the 2026 Annual LifeFest, the following items are necessary:

- Completed Food & Beverage Vendor Application Form
  - Include pictures of your food truck or food tent, and a copy or picture of your menu.
- \$ 100.00 Vendor Fee (Money order or cashier's check ONLY).
  - You may also charge your vendor fee by Visa/MasterCard with an additional service charge of \$3.00.
  - **Personal checks will not be accepted.**
- Copy of General liability insurance (**minimum of \$250,000**).
  - Your insurance policy binder must include the following wording:  
**Insurance Certificate that indemnifies the Annual LifeFest and the Abundant Life Christian Center of Baton Rouge.**
- City of East Baton Rouge Occupational License

***You will not be able to set up as an official ALF Vendor until your insurance policy is filed within our office.***

## Copyrighted Items and Contracts Exclusives:

The Annual LifeFest and the Abundant Life Christian Center of Baton Rouge has sole legal ownership and copyrights for the following phrases:

- "The Annual LifeFest"
- "Annual LifeFest"
- "LifeFest"

No person, people, group, vendor, business, company, association, organization, social club, church, church group, or any other entity will be allowed to use or sell any items with the above copyrighted phrases printed on them, without the expressed and/or written permission of Abundant Life Christian Center of Baton Rouge. **We will strictly adhere to this policy.**

## SET UP TIMES AND REQUIREMENTS:

**The Annual LifeFest Date and Times: *Saturday, April 04, 2026 (12pm - 6pm)***

Set up begins at **6:00 am** on Saturday morning of the festival. We will be setting up the Food Trucks along both sides of the ST. PHILLIP PROMENADE, each with a pre-determined, assigned parking spot/station and will be referred to as "**FOOD TRUCK ALLEY.**" However, "**FOOD TENT CITY**" will be made up of 8-10 food tents at the festival entrance.

If you choose to leave you may have to wait until the Baton Rouge Police clear the crowd from the festival area and open the streets. No parking of vehicles, etc. or setting up allowed on Friday for safety reasons, as some of our Annual ALF Coordinators may be busy setting up their areas until late Friday evening. Saturday morning is dedicated to setting up vendors. ***Please do not call or show up on Friday asking if you may set up.***

You are required to have all vehicles off the festival grounds by 11:00 AM on Saturday morning. You will **not be allowed to drive your vehicles back in to load up (if necessary) until 30 minutes after the Baton Rouge Police have cleared the crowd from the festival grounds.** This policy will be strictly adhered to with NO EXCEPTIONS. These regulations are set to ensure the safety of our festival guests.

**PLEASE RETURN THIS PAGE ONLY**

# The 2026 Annual LifeFest

Food & Beverage Vendor Application Form  
Rhorer Plaza



**PLEASE PRINT CLEARLY**

Name: \_\_\_\_\_

Food Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: (     ) \_\_\_\_\_ - \_\_\_\_\_ Email Address: \_\_\_\_\_

Website Address: \_\_\_\_\_

**REQUIREMENTS:** *Picture of your food Truck. Truck must operate on generator, have the water tank full and hold gray water. NO releasing wastewater on the street at any time. If you do not comply you will be asked to leave the Festival.*

**Please list and describe all menu items you wish to sell and pricing:**

*(Note: We do not wish to duplicate food in an effort to accommodate festival goer's and be fair to all food vendors.)*

Name/Description: \_\_\_\_\_ Price:\$ \_\_\_\_\_

Name/Description: \_\_\_\_\_ Price:\$ \_\_\_\_\_

Name/Description: \_\_\_\_\_ Price:\$ \_\_\_\_\_

Name/Description: \_\_\_\_\_ Price:\$ \_\_\_\_\_

Name/Description: \_\_\_\_\_ Price:\$ \_\_\_\_\_

Name/ Description: \_\_\_\_\_ Price:\$ \_\_\_\_\_

**Check appropriate box:**

- Checks enclosed (**payable to: Abundant Life Christian Center Events**)
- Send virtual invoice to my email address \_\_\_\_\_
- Please charge my credit card (Visa/Mastercard/Discover) **Receipt will be sent to your email address.**

Please charge to my VISA or MASTERCARD Amount: \$ \_\_\_\_\_ (Fee + 3.00 charge)

Name of Card Holder: \_\_\_\_\_

Account Number: \_\_\_\_\_

Exp. Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ CVV: \_\_\_\_\_ (3 digits on back) Billing Zip code: \_\_\_\_\_

**By signing this application, I attest and acknowledge that I understand and agree to abide by all ALF prescribed rules and guidelines contained herein. I understand that I will be charged on the date of acceptance of my food vendor application. I understand that in the event that I cannot attend, if canceling after 5:00pm Friday April 03, 2026, I will not receive a refund.**

Signed: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



# THE 2026 ANNUAL LIFE FEST

## FOOD & BEVERAGE VENDOR GUIDELINES

**PLEASE RETAIN ALL OTHER PAGES FOR YOUR RECORDS**

### OPERATING GUIDELINES:

- ❖ **Food Truck Vendors** offer festival fast food that is prepared within their truck. All operations stay within the truck.
  - Your Food Truck must have everything you need to operate. **Electricity, Water, etc. may not be provided.**
  - Food Trucks must have a minimum of one, 2A:20BC and one K rated fire extinguisher.
  - A max. of two LP gas containers with a total aggregate water capacity of 25 gals is permitted on a single food truck.
  - You are required to keep your area free of debris and to dispose of your cardboard boxes. Wastewater must be contained in your truck. Wastewater cannot be emptied on the street at any time.
- ❖ **Food Tent Vendors** prepare and sell food from a 10x10 pop up tent. Operations cannot extend off the sides of the booth. Food Tent Vendors are allowed to use tents in approved locations within the site. There will be no tents on the lawn areas. Drilling into pavers or staking is never allowed to secure tents. Food Tent Vendors are responsible for the area within each tent. For sidewalk protection, all Vendors serving food must use plastic beneath serving tables and metal/plywood sheets under grills and burners.

**PLEASE NOTE: At the end of the event, your assigned area will be thoroughly inspected, and failure to clean your area appropriately will disqualify you from participating as a Food Truck Vendor or Food Tent Vendor at all future Annual LifeFests.**

### MENU ITEMS:

- The ALF reserves the right to not accept a vendor menu that directly competes with another vendor.
- Food Trucks / Food Tents are allowed to sell only menu items that were submitted during the ALF Food & Beverage Vendor Application process and approved by the 2026 Annual LifeFest Planning Committee and Vendor Coordinator. Additional menu items not approved during the selection process must have prior written approval from the ALF Production Coordinator before they are eligible for sale.
- Prices of menu items are approved during the selection process. Changes to menu pricing are not allowed without prior written approval by the ALF Production Coordinator.

**PLEASE NOTE: Failure to appropriately observe or adhere to any of these menu guidelines will disqualify you from participating as a Food Truck Vendor/Food Tent Vendor at all future Annual LifeFests.**

### BEVERAGE SALES:

- All Food Trucks / Food Tent Vendors may sell any **non-alcoholic** beverages. **All sales of any alcoholic beverages are strictly prohibited. Water sales are exclusive to the Annual LifeFest.**
- All drink beverages and pricing must be included on menu submitted with application.

**PLEASE NOTE: Failure to appropriately observe or adhere to any of these beverage guidelines will disqualify you from participating as a Food Truck Vendor/Food Tent Vendor at all future Annual LifeFests.**

## PHOTOGRAPHY & PROMOTION:

• Food Trucks / Food Tent Vendors agree to allow the use of any and all video and photography taken at the event by the ALF Festival Organizers for any and all marketing, advertising, and promotional purposes, for perpetuity. Any photos and videos taken by the event are the property of the Annual LifeFest (ALF) Gospel Festival.

## PAYMENTS & FEES:

- ❖ Food & Beverage Vendor Fee – \$200 Fee to secure space at the festival. (per space: \$100 deposit/\$100 in-kind)
  - **\$100 Vendor Deposit Fee (monetary):** Submitted with your application to reserve/secure a space.
  - **\$100 In-kind (meal tickets):** Total of \$100 worth of food in the form of **Ten \$10 in-kind meal tickets** to be used to feed ten volunteer workers.

- ❖ Beverage or Dessert Only Vendor Fee – **\$100.00** (To be submitted with application)

- Cancellation Fee – \$100 Fee for late cancellation by Food Trucks or Food Tents that secured a vendor space.
- NSF Fee – \$35 fee will be assessed for any checks with insufficient funds or returned for any reason.
- Failure to submit payments on time may forfeit your space in the Annual ALF.
- Spaces are assigned on a first come – first registered/paid/selected basis.
- Payment Options: Check, pay by phone, virtual invoice, credit card, online payment.

## CANCELLATION FEES: \$100

### (ONLY APPLIES TO FOOD TRUCK / FOOD TENT VENDORS THAT HAVE SUCCESSFULLY SECURED A SPACE)

• If you are **not accepted** as a Food Truck or Food Tent Vendor for the 2026 Annual LifeFest, your \$100 Vendor Deposit will be refunded. However, if you're designated as an Official 2026 Annual LifeFest Food Truck / Food Tent Vendor and accept this designation but **cancel after 5:00pm Friday April 03, 2026**, please understand that your Vendor Deposit **will not be refunded**. Your signed application gives acknowledgement of this.

## CERTIFICATE OF INSURANCE:

• Food Trucks / Food Tent Vendors must provide a certificate of liability insurance for \$1,000,000 naming as Additional Insured: Abundant Life Christian Center – 2026 Annual LifeFest (include date of festival).

## HEALTH PERMIT:

• All Food Trucks / Food Tent Vendors must apply and be approved for a Temporary Food Service Establishment Permit. Temporary Food Service Establishment Permits must be obtained by Vendors prior to set-up at ALF EVENT. All Food Trucks / Food Tent Vendors **MUST DISPLAY** a SERVE SAFE CERTIFICATION. A copy of this certification must be given to the Vendor Coordinator prior to set-up. Food Trucks / Food Tent Vendors will not be able to set-up if the Vendor Coordinator does not have the certification on file.

## SPACE:

- Food Trucks / Food Tent Vendors will abide by the Annual ALF EVENT Staff requirements regarding location(s).
- The Annual ALF EVENT reserves the right to change a Vendor's location at any time.
- Food Trucks / Food Tent Vendors will provide all required equipment for operations and sales.
- Food Trucks / Food Tent Vendors frame signs cannot extend further than 3 feet from façade of booth.
- Food Trucks / Food Tent Vendors are liable for any injury or damage caused by signs.

**LOAD-IN & SET-UP:**

- All Food & Beverage Vendors are required to check-in at festival registration location prior to loading-in and setting up. Festival Registration Information will be provided via email no later than the Monday prior to the festival. Without proper hang-tag credentials Food & Beverage Vendors will not be allowed to access festival grounds to set-up.
- Copy of Serve Safe Certification is required at check in. **(Check-in is between 8:00 a.m. and 9:00 a.m. Sat morning.)**
- Food Trucks / Food Tents must be set-up by 10:30 a.m., open by 12:00 p.m. and remain open until 5:30 p.m.
- Food Trucks / Food Tent Vendors must claim their assigned festival space no later than 9:00 a.m. on the morning of Saturday April 04, 2026, or it will be forfeited.
- Food Trucks / Food Tent Vendors must be present and open for business during ALL festival hours.

**VEHICLES:**

**No vehicles are allowed on Rhorer Plaza grounds (grass, brick pavers) except on designated access and unloading/loading points.** The prohibited vehicles include, but are not limited to, pickup trucks, golf carts, gators, and ATVs. Vehicles are only allowed to drive on the Third Street Extension bridge and City Hall Front Porch. Vehicle access to the southern end can be attained through the River Center Box Office via St. Louis Street. If needed, a load -in and load-out plan must be discussed with the Annual ALF Production Coordinator prior to the event.

**ELECTRICITY:**

- YOU MUST REQUEST ELECTRICAL ACCESS AT TIME OF APPLICATION to have a possibility to receive it.
- Electric needs must not exceed 110volts/15amps. Food & Beverage Vendors are permitted to use quiet generators.
- Food Trucks / Food Tent Vendors may be required to pay for additional electricity if needed and will tape all electrical cords down and maintain their secure taping during the festival.
- Food Trucks / Food Tent Vendors will supply electrical cords with covers if stretched across a walkway.

**SAFETY & SECURITY:**

- Food Truck / Food Tent Vendor Applicants shall sell and serve food at their own risk.
- Food Truck / Food Tent Vendor Applicants must obey all pertinent safety codes and laws, including, but not limited to, fire, safety, and parking regulations.
- The Annual ALF EVENT reserves the right to shut down any Vendors not meeting cleanliness and food storage safety codes, guidelines, and/or laws.
- Canopy tents must be fire retardant; open flames must be located a minimum of 10' away from all canopy materials.
- All canopies, tents and other temporary structures must be weighed down before you are permitted to open, with the equivalent of 40 pounds per pole minimum. Booths may not open until they are properly weighed down. The ALF EVENT Staff designated by the ALF Production Coordinator may shut you down for not having proper weights.

**FIRE EXTINGUISHERS:**

- All Food & Beverage Vendors deep frying must have CURRENT K-Type fire extinguishers with current service tags.
- Food & Beverage Vendors that are not frying, must have a minimum of one, 2A:20BC and one K rated fire extinguisher.

**PROPANE TANKS:**

All Food & Beverage Vendors with propane tanks are required to bring necessary equipment to properly secure them.

**WASTE:**

- No grease or gray water disposal is available.
- No water provided by the Annual ALF EVENT

### **CLEAN-UP AND PARK DAMAGE:**

All Food & Beverage Vendors are responsible for removing debris and ensuring the general cleanliness of the area. Each Vendor is responsible to see that no damage or harm comes to the landscaping, fixtures, public art, or any other features of the Rhorer Plaza property. The Annual LifeFest requires that each ALF Food & Beverage Vendor returns the property in the exact condition under which the Vendor found the property prior to event set-up.

**All trash, signage, equipment, other debris, or any other physical evidence that a special event took place must be removed from Rhorer Plaza immediately following the event. Pressure washing the paved surfaces will be required to clean up spills and/or sidewalk chalk.**

### **WEATHER:**

- The Annual LifeFest will take place rain or shine. Food & Beverage Vendor Applicants agree to be present despite weather conditions. Each participant is responsible for preparing their displays to withstand weather fluctuations including rain and wind.

## **Legal**

### **FOOD TRUCKS AND FOOD TENT VENDORS ARE INDEPENDENT CONTRACTORS:**

Food Trucks / Food Tent Vendors execute this Agreement as independent contractors and shall at all times have complete supervision, direction, and control over the services to fulfill requirements. Vendors execute this agreement as independent contractors, not as an employee of the Annual LifeFest (ALF EVENT). Vendors will assume responsibility for appropriate payment of payroll taxes and charges under applicable federal and local law. Vendors agree to take complete responsibility for paying the appropriate federal and state taxes as independent contractors.