



## Food Vendor Rules & Information for DBQFest 2026

DBQFest, also known as DubuqueFest, is Iowa's longest-running art fair and festival, celebrating art, music, and culture since 1979. Held annually in downtown Dubuque's Washington Park, the 2-day festival features a juried art fair, free concerts and performance art, food vendors, and interactive art experiences for all ages to enjoy.

### Important Dates

- June 15, 2026 - Applications Close (11:59 PM)
- July 1, 2026 – Vendor Fee Due
- August 7, 2026 – Check-in & Set-up Begins (3:00 PM)
- August 8-9, 2026 - It's DBQFest!

### Festival Location & Serving Hours

#### Location

Washington Park, between Locust & Bluff Streets and 6th & 7th Streets, Dubuque, Iowa. Rain or shine.

#### Serving Hours:

- Saturday, August 8: 10:00 AM – 7:00 PM
- Sunday, August 9: 10:00 AM – 4:00 PM

Vendors must remain operational during all approved serving hours for their selected participation dates. Early teardown is not permitted without prior approval from DBQFest.

### Food Vendor Selection

DBQFest strives to curate a well-balanced and high-quality selection of food and beverage vendors that enhance the overall festival experience. Selection is based on menu offerings, presentation, operational readiness, and the ability to contribute positively to the event atmosphere.

Submission of an application does not guarantee acceptance. DBQFest seeks a thoughtful mix of food types, preparation styles, and price points to serve a diverse audience.

### Vending Fees

Alcohol Vendor (Exclusive) = \$300 Vendor Fee + \$50 Refundable Clean-Up Deposit  
Required to participate in both festival days.

Two-Day Vendor = \$100 Vendor Fee + \$50 Refundable Clean-Up Deposit  
Saturday and Sunday participation. Two-day vendors are preferred and will be given priority placement.

One-Day Vendor = \$150 Vendor Fee + \$50 Refundable Clean-Up Deposit  
Saturday OR Sunday participation.

Vendor fees are non-refundable except in the event of full event cancellation prior to opening, as outlined below.

### Clean-Up Deposit

All vendors are required to submit a \$50 refundable clean-up deposit. Deposits will be returned within 14 days following the conclusion of the event, provided the vendor space is left clean, free of damage, and in compliance with all event guidelines.

Failure to properly dispose of waste, remove hazardous materials, protect public surfaces, or follow site guidelines may result in partial or full forfeiture of the deposit. DBQFest reserves the right to assess additional fees if damages exceed the deposit amount.

## **Vendor Placement**

Food and beverage vendors are located around the perimeter of Washington Park on 6th Street, Locust Street, or Bluff Street.

DBQFest reserves the right to assign, adjust, or relocate vendor placements at any time to ensure safety, event flow, and operational efficiency. Vendors may not sublet, transfer, or exchange their assigned space.

## **Permits & Regulatory Compliance**

### **Temporary Food Permit**

Each vendor is responsible for obtaining a Temporary Food Permit through the City of Dubuque and complying with all local, state, and federal health regulations.

### **Certificate of Insurance**

All vendors must provide a current Certificate of Insurance listing:

- DBQFest / Dubuque County Fine Arts Society
- The City of Dubuque

as Additional Insured for the event.

Proof of insurance must be submitted prior to final approval.

### **Alcohol Service**

DBQFest permits one approved Alcohol Vendor for the 2026 event. The selected vendor will have exclusive rights to sell alcoholic beverages during festival hours.

Alcohol vendors must operate under their own valid temporary retail alcohol license from the state of Iowa and comply with all applicable state and local regulations.

Food and non-alcoholic beverage vendors may not sell or distribute alcoholic beverages of any kind.

Carry-in alcohol for vendor consumption is prohibited during festival hours. Violation of this policy may result in immediate removal from the event and forfeiture of vendor fees and deposit.

## **Setup & Equipment**

Vendor setup begins Friday, August 7 at 3:00 PM.

Vendors are responsible for providing all equipment necessary for safe food preparation and service, including tents, weights, tables, serving materials, and waste containers.

Protective materials (cardboard, plywood, tarp, or drop cloth) must be used under grills, fryers, or other equipment that may stain or damage public surfaces.

### **Professional Presentation**

Vendors are expected to maintain a clean, orderly, and professional appearance of their vending area at all times. All equipment, signage, and materials should be safely installed and neatly arranged to contribute positively to the overall festival environment.

### **Tents & Securing Equipment**

All tents must be properly secured for public safety. Tents must be weighted with a minimum of 40 pounds per leg or secured with appropriate stakes and straps, depending on placement surface.

Vendors are responsible for ensuring their setup is stable and safe under variable weather conditions. DBQFest reserves the right to require additional securing measures if deemed necessary for safety.

## **Electricity & Utilities**

Electrical access is limited. Each duplex outlet provides a 20-amp circuit (maximum usable load 16 amps / 1,920 watts). Chafing dishes for hot food or ice chests for cold items are recommended. Vendors must disclose all electrical equipment and power requirements in advance.

Extension cords must comply with City of Dubuque event regulations. Vendors requiring multiple extension cords between outlet and device may be subject to inspection by a licensed electrician.

## **Generators**

Generator use must be approved in advance. Generators must operate at a reasonable noise level appropriate for an arts festival environment. DBQFest reserves the right to restrict or relocate generators that create excessive noise or safety concerns.

## **Waste & Clean-Up Standards**

Vendors are responsible for maintaining a clean and orderly vending area at all times.

- All waste must be properly disposed of in designated dumpsters.
- Hazardous materials (including fryer oil, charcoal, or hot coals) must be removed from the premises and properly disposed of off-site.
- No liquids or waste may be dumped into storm drains.
- No damage may occur to streets, sidewalks, or park infrastructure.

Failure to comply may result in forfeiture of the deposit and impact eligibility for future DCFAS events.

## **Sustainability**

DBQFest encourages vendors to use compostable or recyclable tableware in support of the festival's sustainability efforts. The use of Styrofoam products is strongly discouraged.

## **Parking**

On-street parking surrounding Washington Park is reserved for vendor load-in and load-out only.

Trailers may remain overnight if approved. Tow vehicles must be relocated during festival hours. Vendors are encouraged to utilize nearby parking ramps or designated lots.

## **Event Changes, Weather, & Force Majeure**

DBQFest is a rain-or-shine event. Vendors are responsible for securing equipment and inventory against weather conditions.

DBQFest reserves the right to cancel, postpone, relocate, or modify the event due to circumstances beyond its reasonable control, including severe weather, public safety concerns, government orders, or other unforeseen events.

If the event is fully canceled prior to opening, DBQFest will make a good-faith effort to refund vendor fees less non-recoverable administrative costs already incurred. If the event is modified, shortened, or canceled after opening, vendor fees will not be refunded.

## **Terms, Conditions, & Liability**

Vendors may sell only the items described and approved in their application.

Vendors are responsible for all sales transactions and retain all proceeds.

DBQFest, the Dubuque County Fine Arts Society, and the City of Dubuque are not responsible for loss, theft, damage, or injury arising from vendor participation.

Each vendor agrees to indemnify and hold harmless DBQFest, the Dubuque County Fine Arts Society, and the City of Dubuque from and against any claims, damages, losses, or liabilities arising out of or related to the vendor's participation in the event.

**Questions/Concerns:** Contact DBQFest Festival Director Ali Levasseur via email [director@dubuquefest.org](mailto:director@dubuquefest.org) or at 307-630-9447.