

Vendor Application for City Festival

Date: _____

City Festival Committee

Address of the Committee

City, State, ZIP Code

Dear Festival Committee Members,

I am writing to express my interest in becoming a vendor at the upcoming City Festival scheduled for [insert date]. My name is [Your Name] and I represent [Your Business Name], a [type of business, e.g., food vendor, artisan craft vendor, etc.], located in [Your Location].

We specialize in [brief description of your products/services] and have been a part of the community for [number of years] years. We believe that our offerings would be a great fit for festival attendees and would contribute positively to the overall experience.

Please find attached our completed vendor application, along with the necessary documentation as required. We are fully prepared to comply with all festival regulations and guidelines to ensure a successful event for all involved.

Thank you for considering our application. We look forward to the opportunity to be a part of this wonderful community event and to share our products with local festival-goers.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Business Name]

[Your Phone Number]

[Your Email Address]