

Panorama of Progress, Inc. Food Vendor Terms and Conditions  
LAKEVILLE's PAN-O-PROG FESTIVAL  
Festival Year 2026

Full Festival Run Dates: July 4, 2025 – July 12, 2026  
Full Schedule of Events: [www.panoprogram.org/events](http://www.panoprogram.org/events)

Food Vendors – *Save a copy of this document*

Panorama of Progress, Inc. Food Vendor Terms and Conditions

The Panorama of Progress, Inc., hereafter “Pan-O-Prog,” and the “Food Vendor” (business or individual renting truck, trailer or concession space) agree your event registration is governed by the following. Food Vendor agrees to defend and indemnify Panorama of Progress Inc., City of Lakeville, Lakeville Arenas, School District 194, any private property owner where food vendors may be located on, volunteers, sponsors, and their agents from all claims, damages, losses, and expenses of whatever nature, including attorney fees in any manner connected with, related to, or because of my participation in the Pan-O-Prog Festival and its associated official events. In addition, it is understood that Panorama of Progress, Inc. and the Food Vendor Manager of the Pan-O-Prog Festival reserves the right to limit participation by product or service and/or refuse any registration whose product or service they determine is not relevant to the festival.

- **DUE DATES:** To secure a food vendor space at the festival, it is essential to adhere to the following submission deadlines. Completed the on-line applications and uploaded supporting materials are by April 1, 2026. This deadline will ensure that your request for a food vendor space will be taken into consideration by Pan-O-Prog.
- **CONTRACT & PAYMENT:** Food Booth location is reserved only after submission of online registration, approval from Pan-O-Prog, and full payment is received by Pan-O-Prog. [Food Vendor Application](http://Panoprogram.org) is located under the “Partnerships” tab on the main page of [Panoprogram.org](http://Panoprogram.org). All required submissions, insurance certificates and payment must be received to complete contract requirements.
- **HOURS OF OPERATION/INVENTORY EXPECTATIONS:** The Pan-O-Prog Festival is a high-volume event; all vendors are expected to have proper inventory on hand to serve customers during Food Vendor Hours. Food Vendor required hours of operation for each day is listed below for downtown locations. Lakeville City Park events, BOHO Marketplace, and July 4<sup>th</sup> Events will have specific individual requirements that will be communicated by [food@panoprogram.org](mailto:food@panoprogram.org). Please note: There are some vendor spots that do not have to be open on Sunday in the downtown area. If you choose not to open, verify with the Pan-O-Prog Food Manager if the spot assigned to you is one of those. If you choose not to open on Sunday, your food unit must be removed from the premises on Saturday night. If you close early or pull out of the event early you will not be asked back in future years.
  - **Downtown Lakeville Food Vendor Hours**
    - Thursday July 9, 2026: 5:00pm – 10:00pm
    - Friday July 10, 2026: 11:00am – 11:00pm
    - Saturday July 11, 2026: 10:00am – 11:00pm
    - Sunday July 12, 2026: 11:00am – 5:00pm (Some vendors may be released for Sunday dependent on location and pre-approval by Pan-O-Prog)
- **FOOD BOOTH OPERATIONAL PROTOCOL:** \*\*FOOD VENDORS MUST HAVE A MN DEPT OF HEALTH SPECIAL EVENT LICENSE and said license must be displayed. FOOD VENDORS will not be allowed to open without the MDH License. Additionally, stationary food stands only, NO mobile selling will be allowed during the parade or car cruise. Resident “wagon” sellers will not be allowed to sell without proper permits.

- **INVITATION to PARTICIPATE and PLACEMENT of FOOD BOOTHS:** Space and product variety duplication is limited; therefore, selection of qualified booths and their placement location is at the sole discretion of the Food Vendor Manager and Pan-O-Prog.
- **APPROVED FOOD BOOTH ITEM SELECTIONS**
  - Pan-O-Prog reserves the right to delete items from your menu to regulate the number of Food Vendors selling each type of product. You will be notified of any deletions prior to approval of your contract.
  - All Food Vendors will be held to products listed on their contracts. Food Vendors that add to their product listing that are not agreed on at the time of their contracts will be asked to stop selling them or be requested to leave.
- **POWER and POWER ISSUES:**
  - Electrical power downtown is not guaranteed and is on a first come, first serve basis. We have been able to supply sufficient power during past festivals. Vendors are responsible for their own power if city power is interrupted for any reason.
  - There is no power available for July 4th events, BOHO Marketplace, or events at city park locations outside of downtown. Food Vendors will need to supply your own generator, which is required to be baffled.
  - After receiving your placement assignment, it is your responsibility to arrange for electrical hook-up or generators as needed.
  - Food Vendors must be prepared to provide backup generators for your main power supply and/or power outages. Generators are required to be baffled.
  - Power hookups in downtown area are fully tested and inspected prior to festival start. Pan-O-Prog's electrical contractor will be available on request should an issue arise. If the issue is determined to NOT be the power source, the food vendor will be responsible for service call charges. It will be up to the food vendor to collaborate with the electrical contractor if repairs are required on the vendor's side of the power connection. Note: 99% of all power issues are related to bad plugs/breakers or balance issues located within the food vendor's booth/truck/trailer.
- **LIABILITY:** Pan-O-Prog will not be held responsible for natural disasters, strikes, theft, accidents, fire, injury, or unexplained property loss.
- **INSURANCE**
  - Certificate of Insurance is required and must be uploaded to the panaprog.org site.
  - Once you have been approved as a Food Vendor and your event space location has been assigned, the Food Vendor Manager will contact you with additional "Certificate of Insurance" requirements. You must wait until you are notified as we have many locations and the certificate is specific to the property owner.
  - The Certificate of Insurance must name **Panorama of Progress, Inc., The City of Lakeville**, and the owner of the property for which their booth is located as an additional insured. Please contact [food@panoprogram.org](mailto:food@panoprogram.org) after you have received your space assignment to find out the property owner(s) that must be listed on the certificate.
  - The Certificate of Insurance must be received (via upload to this application website) by June 1, 2026.
  - A sample Certificate of Insurance download is available for viewing on the application website.
  - No Food Vendors will be allowed to open without the proper insurance requirements.

- **INSPECTION and COMPLIANCE** The City of Lakeville requires a "Mobile Food Unit Permit" on for the year 2026. Once you are accepted as a vendor by Pan-O-Prog, the Food Vendor will then be required to submit for the "Mobile Food Unit Permit" directly from the City of Lakeville Fire Department (\$50 annual cost). Link and additional information are provided below. Food Vendors should also anticipate inspections from the Minnesota Department of Health, the Lakeville City Electrical Inspector, and The Lakeville Fire Department (City Food Unit Permit inspection).
  - **Key Details for Mobile Food Unit Permits:**
    - **Application Process:** Download the [Mobile Food Unit License Application \(PDF\)](#) from the [Fire Department](#).
    - **Requirements:** Units must comply with [City Code Chapter 11-23](#), including fire safety standards.
- **MARKETING and PROMOTION:** Pan-O-Prog's Marketing Team is granted the right to promote your participation within our marketing materials including digital, print, and social media.
- **FOOD VENDOR RESPONSIBILITIES:** Food Vendor will be required to follow all applicable laws, ordinances, exhibition rules and regulations, and terms of the lease between Pan-O-Prog and its partners. Sales tax is the responsibility of the Food Vendor.
- **REFUNDS:** Refunds can only be requested via email to [food@panoprolog.org](mailto:food@panoprolog.org) with an email date no later than April 30, 2026, Requests via text, phone message or verbal will not be considered.
- **ACKNOWLEDGEMENT:** Food Vendors must acknowledge these terms to be accepted as a Pan-O-Prog Food Vendor. This must be indicated via the signature area of the Food Vendor Application located on the Pan-O-Prog website (Panoprolog.org).
- **COMPLETE AGREEMENT:** These terms and conditions apply. No oral or outside agreements apply. This is the end of terms and conditions.