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**JAHA invites churches and non-
profits to be a part of AmeriServ
Johnstown FolkFest**

***“Community Kitchen” to again feature
local non-profits and churches***

The Johnstown Area Heritage Association is offering local churches and non-profits a chance to raise funds through the “Community Kitchen” at the AmeriServ Johnstown FolkFest, which is scheduled for August 29-31, 2008. Since 2004, the FolkFest has provided free booth space for non-profits to vend food and drinks for all or part of the three-day festival.

JAHA is sending a letter to about 300 churches and non-profits in the area with details about this opportunity. Interested organizations are asked to call JAHA to receive a complete application, and the application deadline is June 30.

Community Kitchen vendors will receive a 10’X10’ booth covered by a tent that includes lighting, electrical service, 8’ of counter space, and grease mats. Access to water and refrigeration and freezer space will also be provided.

To avoid duplication, past Community Kitchen vendors will be offered first option on vending the food items they offered in 2007.

To take part in the Community Kitchen, interested non-profits and churches must:

- **Complete an application and return it to JAHA by June 30.** To receive an application, call Shelley Johansson at JAHA, 814-539-1889 x 308.
- **Vend food and drink only.** JAHA is looking for food and drink vendors only; the FolkFest does not accept vendors of any other type of product or service. Past Community Kitchen vendors will be offered first option on the menu items they served last year.
- **Accept scrip only.** The FolkFest is free to festivalgoers; there is no admission charge. This means JAHA depends on sponsorships and commission from scrip in order to stage the festival each year. All vendors, both for-profit and non-profit, are required to accept scrip only, and JAHA will receive a 15% commission when they cash in.
- **Have liability insurance.** All groups participating in the festival must have \$1 million in liability insurance, which most organizations can obtain relatively easily; churches, school districts and parent organizations generally have insurance policies that include liability. Interested organizations should check with their insurance providers for details.
- **Submit a \$250 refundable deposit to JAHA.** Once an organization's application is accepted, a \$250 deposit must be submitted to JAHA that will be refunded as soon as the festival is over. The purpose of the deposit is to make sure that all the space available in the Community Kitchen is taken by groups that will be there.
- **Have a Pennsylvania state sales tax number.** Although non-profit organizations are not required to pay sales tax when they purchase items, they are required to collect sales tax when they sell something. Application for a sales tax number may be made through the local office of the Pennsylvania Department of Revenue.

In addition, all non-profit groups planning to take part in the Community Kitchen must comply with the City of Johnstown's health regulations concerning food. These include:

- **Compliance with city food safety regulations.** JAHA will send participating organizations the information needed to do so in the application packet. The City also charges a \$50 fee. An on-site inspection of each booth will be conducted at the FolkFest, and the Health License will be issued at that time.

Community Kitchen participants do **not** have to pay the \$100 peddler's license fee the City of Johnstown requires of for-profit vendors, nor must they pay city mercantile tax. In addition, non-profit vendors are **not** required to be certified by the State of Pennsylvania's Department of Agriculture, Food Safety Division.

Organizations that would like more information about the Community Kitchen or need an application packet should contact Shelley Johansson at JAHA, 814-539-1889, ext. 308.

The AmeriServ Johnstown FolkFest began in 1990 when the Johnstown Area Heritage Association worked with state officials to bring the National Folk Festival to Johnstown. The National Folk Festival stayed for two additional years before moving on to another American city, at which point JAHA began to produce the event on its own. The outdoor festival continues to present more than 70 hours of free music each year over Labor Day weekend. For more information about the AmeriServ Johnstown FolkFest, visit JAHA's Web site at www.jaha.org.

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