



Vermont Brewers Festival: Celebrating 32 Years! July 18th-19th, 2025

Thank you for participating in this year's Vermont Brewers Festival! We appreciate all your support and are excited for another great year of the Vermont Brewers Festival!

Key Contacts:

- **Emma Arian:** *Executive Director*, (973) 303-6739, (emma@vermontbrewers.com)
- **Kara Pawlusiak:** *VBA President*, (kara@simplerootsbrewing.com)
- **Sydney Starkman:** *Marketing & Admin Coordinator*, (sydney@vermontbrewers.com)
- **Lucas Molloy:** *Event Contractor*, (vtbrewfest@vermontbrewers.com)

Session Information:

- **Session 1:** Friday July 18th, 5:30pm-9:30pm
 - **Session 2:** Saturday July 19th, 12:00pm-4:00pm
 - **Session 3:** Saturday July 19th, 5:30pm-9:30pm
- **Please note your brewery must pour both sessions on Saturday if you choose to only attend that day***

Festival Paperwork Checklist:

- Vendor Form**
- Certificates of Insurance x2**
 - One with VBA named Certificate Holder
 - One with City of Burlington named Certificate Holder
 - ****Please make sure the words "The City of Burlington is listed or included as additionally insured with regard to general liability and automobile liability policies as required by written contract or agreement****
 - *Please include Event Name, Date and Site*
 - Vermont Brewers Festival
 - July 18-19th, 2025
 - Waterfront Park, 20 Lake Street Burlington Vermont 05401
 - Example COI in registration email - please reach out to sydney@vermontbrewers.com if you have any questions.

Important Festival Details:

Load-In:

- No driving on the grounds; load in along the park side via the bike path/service road/behind the porterpotties.
- For assistance or middle-of-the-park locations, consult Emma, Lucas, or Park and Rec staff.

Parking:

- One parking space on site per brewery, same number as your tent.
- Enter through the back gate (North side of the park by the skatepark).

Brewery Managers:

- You must wear your VBA Brewer credentials while working.

- Please make sure all staff wear their credentials while pouring/entering the grounds.
- Pour responsibly; avoid fines from the Department of Liquor & Lottery.

Staff Requirements:

- First-class servers' license required.
 - Bring physical copies/photos on your phone you must be able to present to DLL investigator if they ask. Emma is in-house trained and can certify on-site if needed (*please note this is ONLY good for the festival, not for your taprooms*).

Staff Attending Sessions:

- If you want vouchers in advance of the festival, please email Emma and she will mail you them.
- All staff must be 21+ to receive a tasting voucher.
- Do not wear your staff badge while attending a session.
- You cannot attend a session and then pour for your brewery afterwards.
- You cannot go behind the bar/table in the brewers tents as an attendee.
- Must have \$5 with a voucher at entry.
- Please do not share drink tickets with friends, each attendee is limited to 60 ounces, you can purchase 5 more tickets at the merch tent if needed.

Department of Liquor & Lottery:

- Any DLL fines will be passed on to the brewery for any offenses.
- If you are attending a session please do not go behind your brewery's bar/table.
- Pour responsibly; avoid fines from the Department of Liquor & Lottery.
- Copies of staff First Class Server Certificates must be on hand or on mobile phone.

Beer Allocation & Ordering Kegs:

- For each session(s) you are participating in, we recommend-
 - 1 session: 46.5 gallons total = 9 logs, or 3 half barrels, or 15.5 cases
 - 2 sessions: 93 gallons total = 18 logs, or 6 half barrels, or 31 cases
 - 3 sessions: 139.5 gallons total = 27 logs, or 9 half barrels, or 46.5 cases
- Breweries must transport their own beer on and off site with a \$0 invoice for the VBA.
 - Stipend Reimbursement will pay for your beer poured (more info below)
- Beer will be stored in a refrigerated truck during the event and ordered through the online system during the event. You can also request bags of ice.
- Plan for 2,000 people per session; pace serving to avoid running out.
- Please take all of your empty kegs after the event.

Pouring Requirements:

- Each tasting session will have a different color wristband with 10 and 5 tabs on them (15 drink tickets total). Please dump all wristband tabs in trash after each session.
- Collect beer tickets according to ABV.
 - **3, 6, or 9 ounce** pour choice
 - **1 ticket = 3 ounce pour, 2 tickets = 6 ounce pour, 3 tickets = 9 ounce pour**
 - **Over 9% = 2 tickets per every 3 ounce pour**
- Alcohol should only be poured in official festival tasting glasses.
- Please mind the pouring lines on the tasting glass and make sure you are not over serving.
- **Taps close:** 10 minutes before the session ends (please do not pour anymore beer after this time).

Promotional Items:

- You may sell promotional items at your booth.

- Glasses must be securely wrapped; not for use during the festival.
- Burlington Telecom provides Wi-Fi for online sales and the password will be provided in your day-of packet.

General Event Information:

- There will be a 250 gallon waste water tank available for dumping liquids located on the north side of the park behind the bathrooms.
- Two food vouchers per session will be provided by VBA for staff meals to use at food vendors (\$12 each).
- We will deliver case trays filled with snacks/non-alcoholic beverages for brewery staff each session.
- Overnight security will be provided but do not store valuables overnight.
- Please do your best to clean up your tent after load out on Saturday night.
 - Dumpsters will be available on the north side of the park, please dispose of all trash and recycling.
 - Do not leave empty kegs, tablecloths, branding materials, or trash on-site after the event.
- Ice is available for purchase. It is \$5.50/20lb bag. We will settle up post-event.

Stipend Information:

- Per the festival permit - You must provide the VBA with an invoice on site for \$0 - you can give to Brew Crew or VBA Staff at time of delivery
- After the festival the VBA will send out stipend requests, these are due by **September 1**.
- You will receive \$375 per session you attend + mileage reimbursement.
- You may choose to donate your stipend to the VBA. We appreciate your support!

After Parties:

- Brewers Gathering - Friday July 18, 2025 - Foam/Deep City

Thank you for contributing to the success of the Vermont Brewers Festival!

Please reach out to Emma if you have any questions.

emma@vermontbrewers.com

2025 Vermont Brewers Festival Timeline | **Subject to changes, updated as of 2/6**

Friday, July 18: Set-up Day / Day 1 of the Festival

SESSION 1:

8:30am-2:00pm: Beer Delivery/ Brewer Load in

- Beer may be delivered to the festival and accepted by the Vermont Brewers Association.
- Please make sure to deliver your beer on invoice for \$0. (VBA provides stipend you after the festival)
- If your brewery is not bringing your beer to the event yourselves, it is the brewery's responsibility to coordinate and transfer the invoice with your distributor.
- During set-up on Friday, you are welcome to drop off items for your tent and/or set-up your tent area.

2:30pm-3:30pm - In House Training (only mandatory if you are not Vermont First Class Server certified)

4:00pm: Department of Liquor & Lottery Meeting

- Located at the dining tent in the middle of the festival grounds.
- *Everyone pouring at session 1 must attend.*

5:00pm: Gates open to attendees. Only the food and retail area are open for the first 30 minutes.

5:30pm: TAPS OPEN

7:30pm-8:30pm: Fermentation Tent Session

9:10pm: LAST CALL

9:20pm: TAPS CLOSE

- Please do not serve after this time.
- The DLL will issue the Vermont Brewers Association a fine if this happens which will be passed down to the offending brewery.

9:30pm: SESSION ENDS

- **There will be over night security on site**, if you are leaving for the evening then this is your time to load out, if you are attending Saturday store everything for the next day
- Empty kegs must be taken by the brewer if you are loading out for the evening and not attending Saturday.

After Party:

9:45pm-11:30pm: Brewers Gathering at Deep City/Foam Brewers.

- Wristbands for entry are in your brewer packets. There will be food from a food truck and some snacks from Deep City along with a drink ticket for your first beer.

Saturday, July 19: Day 2 of the Festival

SESSION 2:

8:00am-10:00am: Check-in

- Managers will receive their packet which will include instructions on ordering your kegs.
- All staff will check-in and enter through admissions to receive their badge upon check-in.
- *Order beer for session 2 at this time.*

11:00am: Department of Liquor & Lottery Meeting

- Located at the dining tent in the middle of the festival grounds (not the round tent near the water). *Everyone pouring at session 2 must attend.*

11:30am: Gates open to attendees. Only the food and retail area are open for the first 30 minutes.

12:00pm: TAPS OPEN

2:30pm-3:00pm: Fermentation Tent Session

3:40pm: LAST CALL

3:50pm: TAPS CLOSE

- Please do not serve after this time.
- *Please place your beer order for session 3 before session 2 ends.*

4:00pm: SESSION ENDS

- *Please note there can be no drinking on the festival grounds between sessions.*
- The DLL will issue the Vermont Brewers Association a fine if this happens which will be passed down to the offending brewery.

SESSION 3:

4:00pm-5:00pm: Staff registration for Session 3 begins

5:00pm: Gates open to attendees. Only the food and retail area are open for the first 30 minutes.

5:30pm: TAPS OPEN

6:30pm-7:00pm: Fermentation Tent Session

9:10pm: LAST CALL

9:20pm: TAPS CLOSE

- Please do not serve after this time.

9:30pm: SESSION ENDS / LOAD OUT

- Please leave the space as you found it. Throw away all trash/recycling and dispose of liquid waste at the end of the night.
- Dumpsters are located on the north side of the park and near the Brew Crew truck.
- All kegs must be off site by the end of the night.

11:00pm: Everyone off park grounds