

# **VENDOR PACKET**

## **FOOD TRUCK TAKEOVER**

at the Lindsay Wellness Center



**RECREATION SERVICES DEPARTMENT**

## **RULES OF OPERATION**

### **I. Registration**

- A. All entries must be submitted with a copy of their Mobile Vendor Permit and a photo of the mobile vehicle.
- B. All entries must be submitted ten (10) business days before the event.
- C. All food truck vendors will pay \$100 or 10% of their **nightly gross sales**, with a minimum payment of \$50.00. If a vendor earns less than \$500.00, they must still pay the minimum payment of \$50.00. All fees should be delivered to the event organizer no later than 10:00 p.m. on the night of the event. The money should be placed in a sealed envelope – **no coins, please.**
- D. Vendor must provide a photo of their food truck with the application.
- E. Application must be filled out completely.
- F. Once your application has been accepted, there will be **NO REFUNDS.**

### **II. Food Trucks**

- A. We will allow a maximum of vendors with the same type of food menu.
- B. Fee covers a maximum of 15 x 30 space size. This is to **include all leads, poles, and guy wires**, as well as your food truck. If more space is needed, note this on your application form, and we will try to accommodate you.
- C. All vendors are responsible for their food truck set-up: 1) vendor set-up will be from 2:30 p.m. until 5:00 p.m. 2) All vendors **MUST CHECK IN** with a city employee before set-up. 3) NO vendors are to cease operation before the closing time of 9:00 p.m.
  - Food Trucks must supply their own trash cans, trash bags, **FIRE EXTINGUISHERS**, and **be responsible for the area to be clean at all times.**
- D. Operator must provide starting change for own booth.
- E. **No TVs, radios, or amplified music will be allowed** in food trucks without approval.
- F. If electricity is needed, the vendor **MUST** provide their own generator.

### **III. Vehicles**

- A. Vehicles (personal) must be removed from the food truck area by 5:00 p.m. Parking is available on side streets and Wellness Center parking lot.

### **IV. Liability**

- A. Vendors shall maintain, at their sole expense, fire, liability, and property damage insurance.
- B. Vendors shall indemnify, defend and hold the City, its officers, employees and agents blameless from all loss, damage, or injury to any person or property taking part in the Food Truck events.

## **V. Mobile Vendor Permit**

A City of Lindsay Mobile Vendor Permit must be obtained by any person or organization that operates a food truck within City limits to provide food at community events. Vendors must apply for a Mobile Vendor Permit through the City of Lindsay City Services Department at 150 N Mirage Ave, Lindsay, CA 93247, or may contact directly at 559-562-5945 with any questions.

**NOTE:** If you find you are having difficulty with any of the above, please contact the Lindsay Recreation Services Department at (559) 562-5196. Thank you for your cooperation.