



Moore Township

2491 Community Drive
Bath, PA 18014

Phone: 610-759-9449
Fax: 610-759-9448

www.mooretownship.org

Moore Township Community Days Events: Food Truck Registration

Complete and Return Form. Make a copy for your records. Keep rules on file.

Send form to: communitydays@mooretownship.org Or by mail to: Moore Township Community Days, 2491 Community Drive, Bath, PA 18014.

Event Location: Moore Township Recreation Center: 635 English Road, Bath PA 18014

Select Type of Event: Concert__ Annual Community Day Event ____

Date of Event: _____

Contact Name _____ Food Truck Business Name: _____

Address _____

Phone Number _____ Email Address _____

Website _____

List Menu:

Payment & Fees- All fees must be received in Cash or Check on the day of the event.

- **Annual Community Day Event:** 15% of gross sales each day of event.
- **Concert Fee:** \$50, unless net sales exceed \$1,000, then 15% of gross sales
- **Cancellation Fee:** \$100 for food trucks that secured space and do not show the day of event registered.
- **Insufficient Fund Fee:** \$35 will be assessed for any checks with insufficient funds or returned for any reason.

Checks Payable to: **Moore Township Community Days**

By signing below, I confirm I have read, understand, and agree to comply by the rules and payment terms stated herein.

Signature

Date

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Rules of Event

Food Trucks

Event committee cannot control if there are duplicate items being offered. Food Trucks offer fast festival food that is prepared within their truck. All operations stay within the truck. Food Vendors prepare and sell food and can have a 10x10 pop up tent. Operations cannot extend off the sides of the booth.

Beverage Rules

All food trucks and food vendors may sell any non-alcoholic beverages. All drinks and pricing must be included on menu submitted with application.

Certificate of Insurance

Provide a certificate of liability insurance for \$1,000,000 naming as Additional Insured: Moore Township Community Days.

Electricity

Trucks – must supply their own.

Vendors – are permitted to use quite generators.

Food Snack & Food Truck Vendors – will supply electrical cords with covers if stretched across a walkway.

Fire Extinguishers

All food trucks and food vendors deep frying must have Current K-Type fire extinguishers with current service tags.

Food Trucks and food vendors that are not frying, must have a minimum of one, 2A:20BC, and one K rated fire extinguisher.

Food Trucks

A maximum of two LP gas containers with a total aggregate water capacity of 25 gallons is permitted on a single food truck.

Health Permit

All food trucks and food vendors must apply and be approved for a Temporary Food Service Establishment Permit. Temporary Food Service Establishment Permit must be obtained by Vendor prior to set-up at event. All food trucks and food vendors must display a Serve Safe Certificate. A copy of this certification must be given to the promoter prior to set up. Vendors will not be able to set up, if the promoter does not have the certification on file.

Load-in & Set-Up

Food trucks and food vendors are required to check-in at festival registration location prior to loading in and setting up. Festival Registration information will be provided via email or no later than the Monday prior to the festival.

Copy of Serve Safe Certification is required at check in. Check-in is at 4:30 PM Friday Night, or 11:30 AM Saturday morning. If more time is needed note that on the form so we can grant early access to grounds for set up. Events end at 10 PM. Set up varies on dates you are attending.

Booths must be set up by 11:30 AM, open at 1 PM, and remain open until 10 PM.

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Rules of Event

Load-in & Set-Up (cont'd)

Food Trucks and food vendors must claim their assigned booth space no later than 11:30 AM on Saturday morning or it will be forfeited.

Food trucks and food vendors must be present and open for business during ALL festival hours.

Menu

Food trucks and food vendors are allowed to sell only menu items that were submitted during event application process and approved during the selection process. Additional menu items not approved during the selection process needs prior written approval from EVENT before they are eligible for sale.

Photography & Promotion

Food trucks and food vendors agree to allow use of video and photography taken by festival organizers at the event for promotional purposes.

Any photos taken by the event are the property of the Committee. By signing this registration Vendor allows use of their photos for advertising and social media posting.

Propane Tanks

All vendors with propane tanks are required to bring all necessary equipment to properly secure them.

Safety & Security

Applicants shall see and serve food at their own risk.

Applicants must obey all pertinent safety codes and laws, including, but not limited to, fire, safety and parking regulations.

Event reserves the right to shut down any vendors not meeting cleanliness and food storage safety codes and laws.

Canopy tents must be fire retardant, open flames must be located a minimum of 10' away from all canopy materials.

Space

Food trucks and food vendors will abide by Event staff requirements regarding location(s). Event reserves the right to change a vendor location at any time.

Food trucks and food vendors will provide all required equipment for operations and sales.

Food trucks and food vendors A frame signs cannot extend further than 3 feet from front of booth. Food trucks and food vendors are liable for any injury or damage caused by signs.

Any food vendor that fry must be in a food truck only. Food vendors with a pop-up tent are not permitted to fry.

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Rules of Event

Waste

No grease or gray water disposal is available.

Water is accessible if needed. No hook ups. Can be potted and transported by vendor.

Food Snack & Food Truck Vendors are responsible for removing debris and ensuring the general cleanliness of the area.

Weather

The Moore Township Community Days will take place rain or shine. Applicants agree to be present despite weather conditions. Each participant is responsible for preparing their displays to withstand weather fluctuations including rain and wind.

Payment & Fees

All fees must be received in Cash or Check and paid on the day of the event. Failure to submit payments on time may deny you space at future events.

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Legal

FOOD TRUCKS AND FOOD VENDORS ARE INDEPENDENT CONTRACTORS:

Food trucks and food vendors execute this Agreement as independent contractors and shall at all times have complete supervision, direction, and control over the services to fulfill requirements. Vendors execute this agreement as independent contractors, not as an employee of Event. Vendors will assume responsibility for appropriate payment of payroll taxes and charges under applicable federal and local tax law. Vendors agree to take complete responsibility for paying the appropriate federal, and state taxes as independent contractors.