



Flint Township and Vehicle City Harley Davidson

Food Truck/Bike Nights 2019

Food Truck Application



At Vehicle City Harley-Davidson 2400 Austin Parkway, Flint Township
June 28, 2019 – July 26, 2019 – August 23, 2019 – September 6, 2019 Bike to the Bricks

Truck Name: _____

Contact: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Truck Size: _____

Truck Dimensions _____ Window Position (Passenger or Driver): _____

Email: _____ Website: _____

Please list proposed items you would like to sell at the event. You will be notified if any items can not be sold at your booth due to duplicate items at other booths. **(This process is first come, first serve!)** The sale of any items not listed and approved is prohibited.

Licensed as a valid -- ____ Michigan Special Transitory Food Unit OR ____ Mobile license

- IF you are not licensed as either you must apply for a temporary license through the Genesee County Health Department

Name of Unit: _____ Licensing County: _____

License Number: _____ Expiration Date: _____

Will food be stored/prepared at an off-site location before/during event?

No* ____ *All food must be purchased and transported directly to the site the day of the event

Yes ____ Name of Establishment: _____

Address: _____

License Number: _____ Expiration Date: _____

Important Information

- Registration fee is \$150 per event. \$150 is due immediately after approval of application. Your spot is not held until payment is received. There will be no onsite collections. Send Application and Fees to Flint Township DDA, 1490 S Dye Rd., Flint, MI 48473. **Make Checks Payable to Flint Township DDA**
- Food Truck parking will be at Vehicle City Harley-Davidson – 2400 Austin Parkway, Flint MI 48507 in designated spots (given to you at the event).
- Food trucks must be self contained. No electrical access will be provided
- You will need to provide a sign with your food items with clearly visible prices.
- You must include your certificate of insurance with this application, as required by the Policies and Procedures.
- Fire Department will need to conduct an inspection. Once passed, a permit will be issued good for the calendar year. The Fire Department may still inspect at every event.

By signing this application, I confirm all information provided is true and accurate. I have read and understand all of the Food Truck Policies and Procedures and agree to abide and be bound by them. I agree to be responsible for all individuals I permit to assist with and at my booth including their adherence to the Policies and Procedures.

X _____ X _____
Signature of Applicant Date

All inquiries should be directed to Community Events Chair – Carol Pfaff-Dahl – 810-252-2049 or cpfaff-dahl@flinttownship.org or contact the Flint Township DDA – Jean or Tracey – 810-600-3239.

Please Include copies of the following documentation.

___ Insurance Certificate

___ Health Department Certificate

Food Truck Vendor Policies & Procedures

Factors considered in Food Truck Vendor Applications:

- (1) Application must be emailed or postmarked 2 weeks before the event date for consideration.
- (2) All legal requirements are met (see section below).
- (3) Quality Product and Service
- (4) All applicants MUST complete all parts of the application in a legible manner.

Application Approval/Rejection Policy: Approval of any application will be at the sole discretion of Flint Township DDA who reserves the right to accept or reject any and all irregularities and accept or reject any and all applications. To insure uniformity, items may be subject to approval. Booth space and vendor privileges may NOT be assigned or transferred. Assignment of any available space(s) is solely at the discretion of the Flint Township DDA. Any changes to the original application must be approved in writing no later than 7 days prior to the event. Menu changes made without WRITTEN AUTHORIZATION may result in loss of privileges as a food vendor.

The Flint Township DDA reserves the right to approve or reject any products listed on the application due to duplicate items at other trucks.

Legal Requirements: In order to sell any products, you are responsible for having a valid license and be in compliance to all laws governing your activities. This includes but is not limited to health department licenses, collection of and payment of taxes and reporting for the same. The Genesee County Health Department requires that all food booth concessionaires meet sanitation standards. Operators should anticipate an inspection prior to the event and no less than two (2) inspections during the event. **Food Vendors must make arrangements for proper licensing with the Health Department.** Links to the appropriate guidelines and forms can be found on our website.

Insurance: Our insurance provider requires that we maintain Certificates of Insurance from all vendors that participate in the events we sponsor. **Please send us your Certificate of Insurance along with your application to participate in this event.**

Operations Policy:

Set up times will be the same day, between 2:30-3:30 p.m. Food booths must be on site and ready to operate and approved by the health department NO LATER than 3:30 p.m. on the event day.

Deviations from these times need to be approved by the Flint Township DDA Events Committee. Food vendors are responsible for all of the assembly of their booths in accordance with the Food Truck Vendor Policies & Procedures, Flint Township Fire Department and Genesee County Health Department rules and requirements. Participation is subject to full approval of those and law enforcement authorities. Location, facilities, utilities use and appearance of the booth are subject to approval.

Concessionaires are responsible for the cleanliness of their unit and the immediate area thereto. At the end of the of each festival day vendors are expected to clean their entire area and remove all trash. **No grease may be poured into any drain or on the ground.**

Food Truck Hours of operation will be June 28th, July 26th, and August 23rd & September 6, 2019 (Bike to the Bricks) from 4:00-9:00 p.m., rain or shine. In the event of inclement weather, any cancellation and/or rescheduling of the event is at the sole discretion of the Flint Township DDA. Food Trucks are responsible for having their unit fully functional until at least 8:30 pm and are encouraged to remain open throughout the entire event. All vendors must have cleaned their space and vacated the area no later than one hour after the end of the event.

The Flint Township DDA and/or Vehicle City Harley Davidson will not be responsible for losses of any kind, whether by fire, theft, physical violence, elements of nature or any other cause. Vendors are responsible for their own merchandise, employees, and equipment, its protection and insurance at the risk of the vendor only and Vendor shall hold the Charter Township of Flint and/or Flint Township DDA and/or Vehicle City Harley Davidson harmless from any damages, including subrogation claims by Vendor's insurance carrier. Discourtesy to patrons or other vendors, obscene language, or shouting will not be tolerated and may result in Vendor's removal from the festival and forfeiture of your registration fee.

The Flint Township DDA reserves the right to reject any vendor for any reason it deems necessary. If the Flint Township DDA's opinion, the actual is different from that approved and stated in the application, removal and the forfeit of your registration fee may result.

The Flint Township DDA reserves the right to amend these Policies and Procedures at any time. Amendments will be made in writing and will become effective immediately.

