



# FOOD TRUCK APPLICATION



## Event Information: NATIONAL NIGHT OUT

**Location:** Harada Heritage Park: 13099 65th St. Eastvale

**Date:** Tuesday, August 2nd 2022

**Parking:** Limited (1 vehicle per vendor)

**Event Time:** 6:00p.m.-8:00 p.m.

**Setup Time:** 2:00p.m.-5:00 p.m.

**Tear-Down:** 8:00 p.m.-9:00 p.m.

## Business-Organization Information:

Business-Organization Name:

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Primary Contact Name:

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Address:

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Phone Number:

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Email:

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Website:

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Social Media:

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## List of menu- craft items with pricing that you will be selling or information to be distributed:

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## Type of Vendor:

**Food Trucks** offering foods that include unique dining choices. All food prep operations stay within the truck.

**Food Vendors (limited space)** prepare and sell food from food truck. Operations cannot extend off the permitted area. Food vendors must comply with all applicable Riverside County Public Health Department rules.

**Pre-Packaged Food Vendor (limited space)** offering foods from a pop up tent that require no preparation and are sold pre-sealed.

**Retail/Craft Vendor (limited space)** offering items that are appropriate for type of community event being hosted (e.g. toys, crafts, family-friendly, etc.)

**Information - Community Vendor** offering informational items to the community (service clubs, non-profit, government, etc.)

**Note:** The City of Eastvale reserves the right not to accept vendors deemed inappropriate for this event. Vendors must provide listing and pricing of any items being sold. **Water sales are exclusive to event.**

**Selection:**

**Submittal of an application does not guarantee participation**, and all accepted vendors will receive a confirmation email of acceptance of the application. To provide variety of food options, selection may be limited to one (1) vendor per food type unless otherwise approved by City staff.

**Electricity:**

The City will NOT be providing electricity.

**Insurance:**

All food truck and food vendors **MUST** provide a certificate of commercial general liability insurance and business automobile liability insurance for \$1,000,000 naming the **CITY OF EASTVALE** as additional insured. The insurance provided must be primary with respect to any insurance or self-insurance covering the City. Other vendors, including community group booths may need to sign an additional release of liability waiver and/or provide a certificate of insurance as mentioned above, pending booth application info.

**Payment & Fees:**

There is no vendor fee for National Night Out 2022.

All food and retail vending locations will be determined by City staff or any of their delegated authorities.

**Fire Extinguishers:**

All food trucks and food vendors deep frying must have a CURRENT Class B fire extinguisher with current service tags. Food trucks and food vendors that are not frying, must have a minimum of one CURRENT fire extinguisher as required by the Riverside County Fire Department.

**Health Permit:**

All food vendors must apply and be approved for a Mobile Food Facility permit with the County of Riverside Department of Environmental Health prior to submission of application. All food vendors **MUST DISPLAY** a SERVE SAFE CERTIFICATION. A copy of this certification must be provided to the City of Eastvale prior to set up. Vendors will not be available to set up, if the promoter does not have the certification on file.

**Set Up:**

All vendors will be required to check-in at a pre-determined location prior to loading-in and setting up. Set-Up information will be provided via email prior to event date.

Copy of Serve Safe Certification is required at check in for applicable vendors.

Check-in begins at 2:00 p.m. and setup must be completed by 5:00 p.m.

All vendors must be present and open for business during **ALL** event hours and must commit to entire National Night Out event unless otherwise approved by City staff.

**Items Permissible to Sell:**

Food vendors, and pre-packaged food/snack 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 need prior written approval from City of Eastvale before they are eligible for sale.

Prices of menu items re-approved during the selection process. Changes to menu pricing are not allowed without prior written approval by City of Eastvale.

Retail/Craft vendors must also adhere to only selling items that were submitted and listed in the Vendor Application form.

**Photography & Promotion:**

All vendors agree to allow use of video and photography taken by City of Eastvale at the event for promotional purposes. Any photos or videos taken by the City of Eastvale are the property of the City of Eastvale.

**Safety and Security:**

All applicants shall sell and serve food or sell items at their own risk. Applicants must obey all pertinent safety codes and laws, including, but not limited to, fire, safety, and parking regulations. Parking passes will be issued controlling the flow of access into the event venue area. Vendors deemed using parking passes to bring in event guests will have their parking passes revoked.

City of Eastvale reserves the right to shut down any vendors not meeting cleanliness, setup rules, and/or any applicable County or City codes, ordinances, and laws.

Canopy/Pop up tents must be fire retardant (**with proper CA State Fire Marshall certification present**); open flames must be located a minimum of ten (10) feet away from all canopy materials.

**Space:**

All vendors will abide by City of Eastvale staff requirements regarding location. City of Eastvale reserves the right to change a vendor location at any time. All vendors will provide all required equipment for operations and sales. Food vendors A-frame signs cannot extend further than 5 feet from the façade of booth. Food vendors are liable for any injury or damage caused by signs. City staff has the right to require the removal of any vendor signage or decoration deemed inappropriate or hazardous.

**Waste:**

No grease or gray water disposal is available. No water is provided by City of Eastvale. All vendors are responsible for removing and disposing all debris and ensuring the general cleanliness of the area. Trash bins are available and failure to properly dispose of trash and/or leave vending area in a unsatisfactory manner may jeopardize future event participation or fee assessment if causing damage or excessive staff support.

**Weather:**

The event will take place rain or shine. Applicants agree to be present despite weather conditions.

**Application Checklist:**

- Application, complete with signature
- Copy of County of Riverside Department of Environmental Health Mobile Food Facility Permit (if applicable)
- Photo of Food Booth-Truck (if applicable).
- Copy of Serve Save Certificate (if applicable)
- Listing of items to be sold (if applicable)
- Copy of insurance naming the "City of Eastvale" as additionally insured; must be provided within 48 hours of the event.

**Community Event Hold Harmless Agreement:**

By signing this agreement, your business shall indemnify, hold harmless, and defend the City of Eastvale and all of its officers, employees, servants, and agents against any and all liability claims, cost of whatever kind and nature, for injury to or death of any person or persons and for loss and damage to any property (State, County or other) occurring in connection with or in any way related to or arising out of your participation in a City of Eastvale community event.

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Business Owner Name (PRINT)

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Business Owner Name (Signature)

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Date