



# TOWN OF MEAD FOOD & VENDOR

## Application, Waiver, Release and Indemnification

This application is a part of a vetting process where Food Trucks & Vendors may apply for Mead events.

Business /Truck Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Tax ID #: \_\_\_\_\_ Sales Tax ID #: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_ Social Media: \_\_\_\_\_

### FOOD VENDOR/TRUCK DETAILS

Type:  Food Truck  
 Food Vendor/Booth

Spacing Needs:  10'x10'  10'x20'  
 10'x40'  Larger than 50' length

Do you have a Kids Menu or child friendly options available?:  Yes  No

Average Ticket Time: \_\_\_\_\_ Typical Event Minimum: \_\_\_\_\_

Describe Menu: \_\_\_\_\_

*Please be specific as possible as we want to ensure variety and success of our vendors. The Town of Mead reserves the right to approve or deny applications, and to make the final determination of participation to limit potential overlap of vendors.*

Are you selling merchandise at your booth?:  Yes  No  
How much time do you require to set up your space for service? : \_\_\_\_\_

Electricity: The Town of Mead will not be providing electricity for any vendors for any event. All vendors will need to provide their own electricity.

**AS A REMINDER!** Please know that communication about all event participation is primarily done through email.

Please acknowledge that the following email addresses will be delivering important event participation information to me:

· jreinert@townofmead.org

· lnelson@townofmead.org

## EVENT DATES

*Please note that applying for all events does not mean you will receive approval to be present at each you've applied for.*

FRIDAY MUSIC 1 food truck, 1 sweet truck	JUNE 14 JUNE 28 JULY 12	Serving Time: 5:30-8 p.m.
---	-------------------------------	---------------------------

FRIDAY MOVIES 1 sweet truck	JUNE 21 JULY 5	Serving Time: 7:30-10 p.m.
--------------------------------	-------------------	----------------------------

*Please select each individual date*

4TH OF JULY BIKE PARADE 1 coffee vendor/1 brunch truck	JULY 4	Serving Time: 10-11:30 a.m.
---	--------	-----------------------------

NATIONAL NIGHT OUT 1 food truck, 1 sweet truck	AUGUST 6	Serving Time: 5:30-8 p.m.
---	----------	---------------------------

COMMUNITY DAY 4 food trucks, 2 sweet trucks	SEPTEMBER 14	Serving Time: 4-9 p.m.
--	--------------	------------------------

CHRISTMAS IN THE PARK 1 food truck/1 sweet truck	DECEMBER 7	Serving Time: 1-3 p.m.
---	------------	------------------------

## APPLICATION REQUIREMENTS

All food trucks / food vendors required to provide the following:

- A copy of their current sales tax license for the State of Colorado.
- Certificate of Insurance
- Copy of their current Colorado Retail Food License for mobile vehicle. *PLEASE NOTE: Weld County Environmental Health Services does not recognize the Denver City and County licenses. Any Denver licenses will be rejected.*
- Fire Inspection (if applicable). *If you do not have an approved permit, you must apply and be inspected before you can attend our events.*
- Marketing logo for advertising and promotional purposes

Town of Mead businesses must have a current Mead business license.

Transient merchants (out-of-town) must have a current business license, but are not charged a separate business license or sales tax license fee for Town-sponsored one-day events provided they have submitted a completed application.

Vendors are responsible for collecting and remitting all applicable sales tax to the state.

- Colorado: 2.9% Mead: 3.0%

Insurance: Vendor spaces are not insured by the Town of Mead. All vendors are to provide a Certificate of Insurance to the Town of Mead.

## EVENT EXPECTATIONS

Site Information: Food trucks/vendors will be emailed a site plan with set-up a minimum of 1 week before the event. Site plans will also be available on event day.

- Food trucks/vendors are responsible for bringing their own equipment to operate, and can also opt to bring large menu boards or banners for display at their space.
- All materials and equipment brought on the Town of Mead property shall be at the total risk of the food truck/vendor.
- Food trucks/vendors must remove all refuse from area upon breakdown.
- Any damage caused to the park by the food truck/vendor will be charged to and paid for by the applicant. This includes any items owned by the Town of Mead that are removed from the premises.
- Vendors are responsible for bringing their own equipment (canopies, tables, chairs and materials), and are **REQUIRED** to bring weights (bricks or sandbags) being a minimum of 40 LBS. per weight, for canopies in case of high winds.
- Vendor space assignments will be drawn at random by the Events Coordinator.
- The Town of Mead reserves the right to change site locations and dimensions due to event logistics.

Weather: In case of inclement weather, events may be rescheduled by the Mead Events Team. An email will be sent out as soon as the decision to reschedule is made. Decision could be made the day of the event, depending on the weather situation.

## SIGNATURE:

By signing below, vendor recognizes and acknowledges that he or she assumes full risk of any injuries, property damage or loss which he or she may sustain as a result of his or her participation in any event listed above. The Town of Mead reserves the right of final decision in rules interpretation and enforcement. Further, vendor agrees to indemnify and hold harmless the Town of Mead, its officers, employees and insurers from any and all liability for any damage, loss, injury or costs associated with or arising from his or her acts or omissions in connection with his or her participation in any event listed above.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_