



**Concert and Food Truck Rally  
2024 Food Truck Application**

Truck Name: \_\_\_\_\_

Contact: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_ Truck Size: \_\_\_\_\_

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

Please list proposed items you would like to sell at the event. You will be notified if any items cannot be sold at your booth due to duplicate items at other booths. This process is first come, first serve!

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you have a valid Michigan Special Transitory Food Unit or Mobile license?

No\* \_\_\_\_ \*You must apply for a temporary license through the Oakland County Health Department

Yes \_\_\_\_ 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: \_\_\_\_\_

Visit <https://www.oakgov.com/health/services/Pages/Food.aspx> to find temporary food resources, including a link to the license application, or call 248-858-1312.

## Important Information

- Registration fee is \$80
- Food truck parking is determined as trucks arrive.
- Food trucks must be self contained. No electrical access will be provided.
- You will need to provide a sign with your food items and price clearly visible.
- Photo of Food Truck must accompany application

I have read and understand all Food Truck Policies and Procedures and agree to abide by them.

X \_\_\_\_\_

Signature of Applicant

\_\_\_\_\_ Date

## Food Vendor Policies & Procedures

Factors considered in Food Vendor Applications:

- (1) Application must be emailed or postmarked by May 1, 2024.
- (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 Acceptation/Rejection Policy:** Approval of any application will be at the sole discretion of the Holly Area Chamber of Commerce 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 Holly Area Chamber of Commerce. 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.

**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 Oakland 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 Oakland County Health Department.**

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

**Social Media Policy:** We work hard to brand our events in the community and hope you will help us achieve this mission by following the steps provided to add *our* Facebook event to *your* businesses list of events on Facebook and other media. If you would like to promote this event on your Facebook page, it is **required** that you only share and use the event that we have created. This is to ensure that we are providing accurate information to the public.

Initial \_\_\_\_\_ Date \_\_\_\_\_

**Operations Policy:** There is \$80, full payment is due by May 17, 2024. Checks can be made out to Holly Area Chamber of Commerce and sent to our office at 3043 Grange Hall Rd., Holly, MI 48442.

**Set up** time will be Saturday, June 15, 2022 between 2:00pm and 4:00pm. **Food booths must be on site and ready to operate and approved by the health department NO LATER than 4:00 p.m., Saturday, June 15, 2023.** Deviations from these times must be approved by the Holly Area Chamber of Commerce. Food vendors are responsible for all the assembly of their booths in accordance with the Holly Area Chamber of Commerce Event Requests, Fire Marshall and Oakland County Health Department rules and requirements. Participation is subject to full approval from all entities and law enforcement authorities. Location, facilities, and appearance of the booth are subject to approval.

Water use is limited and may be made available with a charge; however you must notify us of a need at the time of application. Wastewater removal is not available, major needs in this area may affect booth location and may require, at concessionaire's expense, a Health Department approved holding tank and disposal process. Concessionaires are responsible for the cleanliness of their unit and the immediate area thereto.

**Hours of operation will be Saturday, June 15, 2023 from 5:00pm to 10:00pm.** Food Trucks are responsible for having their unit fully functional until at least 10:00pm and are required to remain open throughout the entire event.

The Holly Area Chamber of Commerce will not be responsible for losses of any kind, whether by fire, theft, physical violence, elements of nature or any other cause. Security will be provided during the event; however, participants are responsible for their own merchandise, employees and equipment, its protection and insurance.

The Holly Area Chamber of Commerce solely reserves the right to reject any vendor for any reason it deems necessary. If, in the Holly Area Chamber of Commerce's opinion, the actual is different from that stated in the application, removal and the forfeit of your booth fee may result.

This event will not be rescheduled due to weather. In the event of rain, the Food Truck Rally will continue as planned. Once the event has begun, if the weather causes concern for the safety of those in attendance (including but not limited to lightning and high winds) as determined by the Holly Chamber staff and Holly Police Dept., the event will be cancelled, and all food trucks and exhibitors will be asked to clean up and leave in a safe and timely manner.

**Refund Policy:** Failure to comply with this contract will result in the forfeit of your spot at the Food Truck Rally. A refund will not be issued.

Only written cancellations will be accepted and will be subjected to a minimum \$50.00 cancellation fee and must be received prior to May 31, 2024. Any cancellations received after this date will not be refunded.

**Mail All Items to: Holly Area Chamber of Commerce, 3043 Grange Hall Rd., Holly, MI 48442:**

- Completed Application
- Insurance Coverage Documents
- Photo of Food Truck/booth
- \$80 Fee

Initial \_\_\_\_\_ Date \_\_\_\_\_