



# Food Truck Vendor Application

## Gourmet Food Truck Frenzy Fund-Raiser Event

May 25<sup>th</sup> & 26<sup>th</sup>, 2024. Iroquois Park, Whitby

### Outline of Costs and required Documents

- Standard vendor fee for the 2 day event is \$1,400. We are now required to collect HST on this amount, making it \$1,582 with HST. (HST # 851439356).
- **New for 2024** – Each food truck will be permitted to sell their own pop and water as part of their menu.
- E-transfers are to be made to [treasurer@rotarywhitby.org](mailto:treasurer@rotarywhitby.org) (use password ' rotarywhitby')
- Mailing address is Rotary Club of Whitby, PO Box 181, Whitby, Ont L1N 5S1
- All payments are final and non-refundable.

### Documents Checklist

- ✓ If Propane equipped – Copy of TTSA Certificate current within 12 months of event date.
- ✓ Completed and signed Durham Health Dept agreement. This can be sent in by email by May 10, 2024, but please provide us with a copy so we can coordinate with health dept. Their email is [ehl@durham.ca](mailto:ehl@durham.ca).
- ✓ Insurance and Liability: Vendor is asked to provide a Certificate of Insurance Identifying Rotary Club of Whitby and Town of Whitby as additionally insured, with a Minimum Liability coverage of \$2,000,000
- Vendor shall be responsible for all injuries, claims or damages that may result to him/her employees, agents, representatives, or customers as a result of operations in the vending vehicle or immediate area of the vehicle.
- The Vendor agrees to indemnify and hold the Organizer (Rotary Club of Whitby) and its members and agents harmless from any liability claims, damages, costs, expenses or lawyer fees arising from the Vendor Business activities.
- The vendor agrees to comply with all Provincial and Durham Region Public Health orders and guidelines that may be in effect for Covid 19 at the time of the event.

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

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

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

City \_\_\_\_\_ Postal Code \_\_\_\_\_

Business E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_

Vehicle Lisc Plate \_\_\_\_\_ VIN \_\_\_\_\_.

Your business website or social media links: \_\_\_\_\_

\_\_\_\_\_

By signing below the Vendor Acknowledges having read this documents and attachments and will comply with the terms and conditions.

Authorized Signing Name (print) \_\_\_\_\_ Date \_\_\_\_\_

Signature: \_\_\_\_\_

## Additional Terms & Conditions

Vendors are expected to arrive 2 hours – ie 9 AM on May 25<sup>th</sup> – prior to event to be placed in their location and reviewed by the Health Department in advance of opening to the public. Failure to be on time may result in delays for the beginning of sales operation.

Note: Size of Truck for allocations of space is 8 Ft wide by 25 Ft long.

**We are asking for vendors to try innovative and environmentally sustainable practices for this event. Examples – use of compostable or recyclable containers, cups, cutlery and lids; use of electrical inverters or at a minimum fuel efficient and quiet generators.**

Vendors to remain in designated truck zone throughout the operating time of the event. We need to have one person designated as authorized to make decisions/take appropriate action if required by the organizer or any review authority.

Vendors are required to provide a Menu in advance and be able to provide sufficient food service to meet demand. Prices will be set at the beginning of the event and cannot be increased during the event.

**New for 2024** - Vendors are now permitted to sell pop and water as part of their menu. Note - The Rotary Club of Whitby will still be selling pop/water at their dedicated kiosks.

Vendors agree to honour \$10.00 Volunteer Food Vouchers and redeem at the end of day for face value.

We will have a refrigerated truck available to store your food products overnight at a cost of \$100.

Vendors will not be permitted Loud music, amplified voices, squawk boxes, or any other type of sound amplification devices unless otherwise specified on signing,

All personal property of Vendors is the sole responsibility of the Vendor, Rotary Club of Whitby is not responsible for Lost, Stolen or Damaged property.

Vendors may not use the premises for any illegal or immoral purpose or activity. If then the organizer will require they leave the event in a timely manner.

Vendors may not sell, sublet or sublease any portion of their allocated space or assign any rights provided in this agreement.

Vendor and Waste – Waste stations will be provided and to be used as directed. At the end of the event any space not cleaned up will result in a minimum charge of \$100 to the vendor.

If the Vendor breaches any terms or conditions in this agreement during the Event, the organizer has the right to terminate this agreement immediately and to withhold/forfeit the rental fee.

If any questions, please contact the undersigned.

Rotary Club of Whitby

Truck Vendor Contacts:

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