

Food Truck Cinema

2018 VENDOR APPLICATION & AGREEMENT

GENERAL

Business Name

Booking Contact Name

Business Address

City

State

Zip Code

Phone Number (Day)

(Evening)

E-Mail Address

Event Day Contact Name

Phone Number (Day)

(Evening)

Vendor Seller's Permit Number

Measurement of Truck (Feet)

Facebook Name # of Followers

Instagram Name # of Followers

Vendor Booking Contact

Stephanie Marshall

Stephanie@ftcinema.com

Office 925-787-6936

Events Overview

EVENT: Food Truck Cinema

TIMING: Saturdays, June 23, 2018 – October 26, 2018

LOCATION: 4050 Port Chicago Hwy, Concord, CA 94520

CALL TIME: Food Truck & Market vendors' minimum commitment 4:00-9:00pm. Vendors may be released earlier per FTC, depending on sunlight, location restrictions and audience position.

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SCHEDULE: Food Trucks and Vendors arrive by 4:00pm, set up by 4:30pm. Vendors may be permitted to arrive later per FTC, depending on sunlight and/or location restrictions. Doors open 5:00pm. Band 6:00pm. Film begins at sunset (7:30pm-9:00pm depending on sunset time). Grounds close at 11pm

PLEASE NOTE: You will receive a detailed call sheet the week prior to the event.

ON-SITE REQUIREMENTS

FOOD TRUCKS: Food trucks must have the following on-site:

- Insurance naming FTC Concord as additionally insured
- Insurance naming the park as additionally insured (City of Concord)
- Seller's Permit
- Health Permit
- Current Fire Extinguisher and K-Class fire extinguisher (For Concord, CA only)

MARKET VENDORS:

- Insurance naming FTC Concord as additionally insured
- Insurance naming the park as additionally insured. (City of Concord).
- Seller's Permit
- Health Permit
- You must bring your own 6' table, chairs, and linens

Do you own a K-Class Fire Extinguisher? ____ (YES or NO) • Rental of K-Class available for \$40 per event. Please let us know in advance if you would like to rent a K-Class. Limited quantity available, first come first serve.

APPLICATION SUMMARY

EMAIL or MAIL* APPLICATION PACKAGE TO:

MAIL: FOOD TRUCK CINEMA ATTN: VENDOR 4050 Port Chicago Hwy, Concord, CA 94520

EMAIL: stephanie@ftcinema.com

*If mailing via package, must be received by event date.

APPLICATION PACKAGE MUST INCLUDE:

- Vendor Application & Agreement (signed & dated)

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- Copy of Seller's & Health Permits
- Copies of Certificate of Insurance listing the following as additionally insured:

FTC Concord

City of Concord/Diablo Creek Golf Course

*Addresses for COI's can be found at the end of the application.

TERMS AND CONDITIONS

A) PAYMENT: 10% of gross sales Participation Fee (depending on location), plus ten (10) staff meals. Fees will be collected the night of the event – usually after film begins. 10% fees non cash are made out to "Food Truck Cinema" Vendors may not depart the event until they have paid the participation fee.

B) STAFF MEALS: There are two types of food vouchers at this event: RED and BLACK. See below for IMPORTANT DETAILS.

RED VOUCHER (Event Staff) – All food trucks are required to collect a maximum of ten (10) red vouchers. Staff will present an FTC Meal Voucher at \$10 (no cash value, no change.) Red vouchers are sponsored by food truck.

BLACK VOUCHER (Special Guests and VIPs) - Unlimited vouchers collected. Please attach customer ticket to black voucher. You will be reimbursed the difference.

C) WASTE MANAGEMENT: Food truck waste management is the responsibility of the food truck. Please provide a trash can outside of your truck for your patrons, as required by law. General waste and recycling in the field will be managed by FTC event production team. If a food truck / vendor does not have a trash can, one will be provided to you for a fee. The fee will be added to your overall participation fee for the night. *Fee is listed on rental sheet.

D) PROMOTIONAL AGREEMENT:

1. **FOOD TRUCK NAME & LOGO USE:** Food Truck permits name and/or logo to be used in Food Truck Cinema printed promotional materials, media releases and/or social media.

2. **FOOD TRUCK SOCIAL MEDIA PROMOTIONS:** Food Truck agrees to post on Facebook, Instagram and Twitter at least three (3) times prior to the event they are participating in at Food Truck Cinema. FTC on Facebook is facebook.com/ftcinema. FTC on Instagram @foodtruckcinema. Post(s) must include that it is a ticketed event. ***After a post has been made, please email a screenshot of it to stephanie@ftcinema.com**

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3. **PROMO COLLATERAL:** Food Truck agrees to display Food Truck Cinema promotional posters on truck and distribute promotional postcards when provided by FTC.
4. **ONLINE/WEBSITE PROMOS:** Food Truck may post Food Truck Cinema digital poster (jpeg), logo or mention on their website.

E) COMPETING EVENTS & PROMOTIONS:

1. Food Trucks / Vendors must advise Food Truck Cinema of their participation in any direct competing outdoor movie events. Food Trucks / Vendors will promote Food Truck Cinema via social media and website, while avoiding cross-over promotions e.g. competing events mentioned in the same post. Any competitor print collateral must be removed from food truck prior to event.
2. Food Trucks must advise FTC of any sponsors (e.g. movie, brand or otherwise) that they are promoting before they participate in any event. Food truck promotions are subject to review by FTC before food truck participation as they may conflict with FTC sponsors.

F) REGULATIONS: Food Truck / Vendor agrees to abide by the following:

1. Tax and fee requirements authorized by the State of California and County of Contra Costa and City of Concord, apply to vendors. FTC requires that food trucks have copies of proper licenses, permits and sales tax forms present during hours of operation.
2. Vendors must conduct business within designated area.
3. Vendors must provide all electrical cords, lights, tables, chairs, garbage cans, and other equipment necessary for their booths or spaces. Supplemental equipment may be provided by FTC if requested in advance. Applicable fees apply.
4. Vendors may not use a canopy/signage or anything that may obstruct visibility and/or business of other vendors and/or flow of crowd.
5. Vendors must remain present and open during event service hours (unless otherwise approved). Standard event service hours are 5:00pm – 8:30pm. You may opt to stay throughout until the end of the film. Some films may run past 10pm.
6. All vendors must arrive by 4:00pm and be set-up by 4:30pm (unless otherwise specified). We must be notified of any potential late arrivals.
7. Vendors must abide by all county health codes.

G) PARKING RESERVATION: Food Trucks will have a designated parking area. Exact parking spot location will be decided by FTC staff. Market vendors placed by FTC staff. Schematic will be provided if possible. Please advise FTC staff when you are ready to depart.

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H) BATHROOMS: Restrooms for food vendors provided based on health code requirements. Portable bathrooms on FTC grounds for patrons.

I) SOUND: No exterior truck sound (e.g. music) allowed prior to or during screening.

J) APPLICATION APPROVALS: All applications are subject to FTC approval. Application selection is under the sole discretion of FTC. We reserve the right to reject any application and to cancel Food Truck participation at any time before or during an event for failure to abide by required rules and regulations.

K) PENALTIES: Food Truck may be shut down for violations of these rules and regulations, safety precautions, any violation of state or municipal law, or for just cause by FTC. Vendors also may be shut down by any official department or government agency, such as the Fire Department or Police Department. Depending on violation, infraction may include forfeiture of participation fees.

L) APPLICATIONS: Applications are not valid until all information is complete, received and processed with approval by FTC.

M) CANCELLATIONS: If Vendor cannot participate due to changes in their schedule or FTC (e.g. location change), Vendor will provide reasonable notice (two weeks) for schedule adjustments. Cancellations less than two weeks prior to scheduled event will result in a \$50 cancellation fee.

I have read, agree to and understand the above participation terms and requirements. I am authorized to sign on behalf of the above stated company.

NAME _____ TITLE _____

SIGNATURE _____ DATE _____

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VENDOR PRICE LIST

ITEM	CATEGORY	FULL DESCRIPTION	PRICE
Yellow Market Umbrella	Field		\$15
Tent – 10x10	Field		\$25
Sand Bag	Field		\$5
Ice Cooler	Field		\$10
Folding Table	Field	6 ft. white folding table	\$10
Folding Chair	Field		\$5
Fire Extinguisher	Field	Standard fire extinguisher	\$10
Black Table Cloth	Field	Fits 6 ft. folding table	\$15
Trash Can	Field		\$25
**String Lights	Field	48 ft. with approx. 15 bulbs	\$10
**Internet	Field	Portable internet device	\$200
**Fire Extinguisher K-Class	Field	Specialty fire extinguisher for deep fryer	\$40
**Stinger – 50 ft.	Power		\$10
**Stinger – 25 ft.	Power		\$5
**Stinger – 100 ft.	Power		\$15
** Putt Putt Generator 2k	Power		\$50
** Honda 3k Generator	Power		\$100
Labor	Staff	Loading/unloading equipment, table and tent setup, etc.	\$45/hr.

NOTE: Any item beginning with ** is limited in quantity and must be cleared with Event Manager.

Food Truck Cinema Address for Certificate of Insurance

FTC Concord/City of Concord
 4050 Port Chicago Hwy,
 Concord, CA 94520