



EUREKA DAYS 2017
FOOD TRUCK REGISTRATION
Sunday September 10, 2017 12:00 p.m. - 5:00 p.m.

NO RAIN DATE

Rules and Regulations
Please keep this page for your records.

This will be our first year hosting food trucks for our annual Eureka Days event. With this being said it will be free of charge to all food truck vendors that participate. In an effort to maintain best practices, Eureka Parks and Recreation Department implements the following rules and regulations for all juried food trucks. We ask that potential submitters read and adhere to the rules as we will not accept trucks that do not comply. Observing the following points ensures your food truck is exhibited in the best way possible. We appreciate your support.

Application Process

- 1.** You must submit an application for your food truck. Spaces will not be held without application. Applications will be accepted until August 5, 2017 or until spaces are full. After August 5th, all applications will be taken on a case by case basis. You will receive an email confirmation when application is received by the City of Eureka. If you do not receive an email within two weeks after you submit your application, please contact us at lhollman@eureka.mo.us or 636-938-6775.
- 2.** This is a juried event. Submit 2 - 5 clear photos or jpegs of your food truck and products.

Food Truck Information

- 1.** Food Trucks are required to provide all equipment needed. All booths must have an A.B.C. approved fire extinguisher and all electrical booths must have a 50 foot outdoor, 12 gauge grounded electrical cord.
- 2.** All Food Trucks will be located in Lions Park, on a concrete surface. Furthermore, the Eureka Days Committee reserves the right to relocate any Food Truck during the event if it is deemed in the best interest of the event.
- 3.** Electrical booths will be supplied with one (1) electrical outlet providing a maximum of 2500 watts (20 amps), if requested in advance and appropriate fees have been paid.
- 4.** All vending activity must be conducted from inside trucks at all times. Vendors are not permitted to solicit nor sell from other areas of the fairgrounds.
- 5.** All Food Trucks are required to be in place by 11:00 a.m. on Sunday, September 10, 2017. Set-up may begin at 8:00a.m Sunday Morning.
- 6.** All grease must be placed in appropriate receptacles. Please do not dump grease in the grass or on the parking lot.
- 7.** Low tone generators and self-contained units will be allowed for use by food truck vendors.
- 8.** All vendors who are selling or giving away food items (including samples) are required to submit an insurance certificate, naming the City of Eureka as an "additionally insured party" in the amount of \$2 million. This certificate must be submitted with your application and payment. Please make sure your insurance certificate reflects the City of Eureka as an "additionally insured party" and not just the certificate holder.
- 9.** All food vendors will be required to secure the appropriate permit through the St. Louis County Department of Health. Information regarding this permit can be obtained by calling 314-615-0929. As a reminder, the Health Department is requiring that all meat products be kept in a mechanical refrigerator. Refrigeration will not be available.

General

- 1.** There will be limited access to potable water on the event grounds. Water will be available before the start of the fair on Sunday. Please be prepared to fill jugs/buckets when water is provided by event staff.
- 2.** Bags of ice will be available for purchase on site. 20 pound bags are available for \$5.00.
- 3.** The following items are prohibited: Fireworks, guns, knives, whips, pornographic material, drug paraphernalia, slingshots, projectiles, laser pointers or silly string. The Eureka Days Committee reserves the right to approve or refuse all other items available for distribution.
- 4.** For the safety and enjoyment of all, the following items are prohibited from the event grounds: Bicycles, skateboards, roller blades, pets (except service animals), weapons, outside alcoholic beverages, glass bottles and golf carts.
- 5.** Please have sufficient change available. We will have no arrangements for banking. There will be an ATM available for fairgoers.
- 6.** We ask that you break down and place empty boxes next to the trash containers provided.
- 7.** The City of Eureka nor the Eureka Days Committee will be held responsible for any lost or stolen items.
- 8.** In the event of inclement weather or any other occurrence that can be defined as an "Act of Nature", that may or may not force the cancellation of all or part of the event, no refunds will be issued.

2017 Eureka Days Food Truck Application

Please return to the Eureka Parks and Recreation Department

**Attn: Luke Hollman
The Timbers of Eureka
1 Coffey Park Lane
Eureka, MO 63025**

YOU MUST SELL/GIVE OUT ONLY WHAT YOU HAVE STATED BELOW:

Business/Organization Name: _____

Contact Name: _____

Mailing Address: _____

City, State, Zip Code: _____

Business Phone: _____ **Cell Phone:** _____

E-mail Address: _____

This is a juried event. Submit 2 - 5 clear photos with application or jpegs sent to lhollman@eureka.mo.us

Food Truck Information: _____

Electric needed: Yes _____ No _____

Please indicate electrical items required:

Signature: _____ **Date:** _____

My signature certifies that I have read the attached conditions of the Eureka Days Event.

I have read all of the rules and regulations of Eureka Days as outlined in this application and agree to these conditions. My signature below indicates that I, my relatives and heirs hereby release and forever hold harmless, the sponsors and promoters of this event, including the City of Eureka and the Eureka Days Committee and all officers, employees, agents and volunteers of these organizations, as well as subcontractors associated with this event from any claims, liability and causes of action resulting from any personal injury, property damage or loss arising out of my (and/or my family's and/or employee's) participation in this event, whether or not caused by negligence or fault of any of the released parties. My signature on this form further gives permission to the City of Eureka and the Eureka Days Committee to take photographs/video of me, my family and/or employees, if applicable, at this event and to use these images for future promotions and/or in the organizations' publications and web media. I understand that I will not be allowed to participate in this event unless a signed registration form is on file with the Eureka Days Planning Committee.

Printed Name

Authorized Signature

Date

FOR OFFICE USE ONLY

Type of Booth _____

Paid in Full _____

Electric Required _____

Insurance on File _____

Health Permit on File _____

Postmarked/Received _____