

To be considered as a vendor at the Town of Matthews Food Truck Fridays, please complete and sign this application. When application, available dates, COI, permit/license, and latest Health Department inspection have been returned to the Parks & Rec office, we will assign trucks to each week and notify everyone as quickly as possible. Thank you for joining us in Matthews – we look forward to having you!

**EVENT GUIDELINES**

- Truck selections will be made on the basis of your provided menu and availability.
- \$60 truck fee is required upon load-in at each event, to be given to Parks & Rec staff on site.
- Set-up must be complete by 4:45pm on event day. Space assignments will be completed by Parks & Rec staff, based on generator loudness and length of truck/trailer.
- Trucks should serve from 5pm-9pm.
- Trucks should be self-contained for water, electricity, lighting, etc. There will be park, stage, and street lighting only at the rally.
- Please, no flyers or strolling promotion in the park during the rally.
- In the event of inclement weather, every effort will be made to continue the rally, possibly with a reduced number of trucks. For a total washout prediction, staff will notify trucks of cancellation by 3pm on event day.
- Trucks must post prices conspicuously and legibly.
- Sale of alcohol from trucks is prohibited.
- All food items must be stored appropriately, inside the truck. Please do not pour grease or other contaminants on the grounds.
- Trucks should provide hand washing materials, and trash container and liners.

Applicant shall indemnify and hold harmless the Town of Matthews, its agents, volunteers, elected officials and employees from and against all losses, costs, damages, expense, and liability caused by an accident or other occurrence in bodily injury, including death, sickness and disease to any person, or damage or destruction to property, real or personal, arising directly or indirectly from Applicant's operations, products or services at the Town of Matthews Food Truck Friday & Artist Showcases.

Applicant agrees to waive, release, and discharge the Town of Matthews, its agents, volunteers, elected officials and employees, of and from any and all claims, demands, costs, liability and causes of action that may arise as a result of Applicant's participation in this event, including but not limited to, any claims, causes of action, liability, damages, demands and costs related to injury to Applicant's person or property. This waiver and release shall inure to the benefit of the Town of Matthews and shall bind applicant along with its employees, heirs, legal representatives, assigns and successors in interest of the Applicant of any member thereof.

I agree to the Guidelines set forth in this application, and attest to the validity and authenticity of the information contained herein.

Signature \_\_\_\_\_ Printed Name \_\_\_\_\_ Date \_\_\_\_\_

FOOD TRUCK NAME: \_\_\_\_\_ CONTACT NAME: \_\_\_\_\_  
BUSINESS ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_  
STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_ WEBSITE: \_\_\_\_\_  
BUS. PHONE: \_\_\_\_\_ EVENT DAY/CELL PHONE: \_\_\_\_\_

TRUCK \_\_\_\_\_ or TRAILER \_\_\_\_\_ FULL length of truck or trailer (feet): \_\_\_\_\_  
Type of plug from truck into generator? (50-amp/four prong, 30-amp twist, etc): \_\_\_\_\_ Sketch of plug: 

Would you consider your generator to be: QUIET \_\_\_\_\_ SOMEWHAT LOUD \_\_\_\_\_ VERY LOUD \_\_\_\_\_

Realizing that menus can change somewhat with new offerings and fresh ingredient availability, what will your TYPICAL menu consist of at the Matthews rallies?

Please select the dates (X) that you are available to attend the Town of Matthews Food Truck Fridays. Once we have assigned trucks, staff will notify all trucks as to the weekly lineups.

_____ March 4	_____ May 6	_____ June 24	_____ Aug 26
_____ March 11	<u>BeachFest</u> <del>May 13</del>	_____ July 1	<del>Sept 2</del>
_____ March 18	<del>No rally</del> <del>May 20</del> (Food Fight Matthews	_____ July 8	_____ Sept 9
_____ March 25	on May 21, though!	_____ July 15	_____ Sept 16
_____ April 1	Contact John DeMario)	_____ July 22	_____ Sept 23
_____ April 8	_____ May 27	_____ July 29	_____ Sept 30
_____ April 15	_____ June 3	_____ Aug 5	
_____ April 22	_____ June 10	_____ Aug 12	
_____ April 29	_____ June 17	_____ Aug 19	

Please return:

- \_\_\_\_\_ This signed application
- \_\_\_\_\_ A copy of your truck's business license/permit
- \_\_\_\_\_ A copy of your most recent Health Dept inspection
- \_\_\_\_\_ A COI, listing the Town of Matthews (232 Matthews Station St. Matthews NC 28105) as additional insured

To: lamooore@matthewsnc.gov. Or mail to: Lee Anne Moore, Town of Matthews Parks & Rec, 100 McDowell St. Matthews NC 28105.  
Direct line: 704-708-1261 Fax: 704-321-3462