



2019

Off the Street Festival Food Truck Application

Fri., November 1st 4pm-9pm

Sat., November 2nd 9am-3pm

Gilbert Heritage District-Western Powerline Trail

Due to space limitations, only food trucks will be accepted, no trailers.

The Gilbert Special Events staff will review all applications. All accepted applicants will be notified via email or phone, and will be required to return a signed copy of the Vendor Procedures along with all required fees, business licenses and insurance documents.

About You and Your Organization

All event documents will be sent to the person and address listed on the application, so please help us out by being accurate and clear!

Name of Business/Organization: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Contact Person(s): _____

Primary Phone #: _____ Secondary Phone #: _____

General description of product and price range:

E-Mail Address: _____ Website Address: _____

Best way to contact you? No Preference Email Phone Regular Mail

I, (print your name) _____ as the authorized agent for the above named organization agree to hold the Town of Gilbert harmless for theft of, damage to, loss or destruction of merchandise, materials, equipment or personal property which I may have on the grounds of a Town of Gilbert special event and any injury or damage that might be caused to others arising from my organization's participation in this event. I also understand that the Town of Gilbert will not be held responsible for sales, weather, or other unforeseen revenue losses and does not guarantee revenues or numbers of event patrons. I also certify that the above named organization is in compliance with all State health and tax regulations and if applicable, operations are appropriately permitted by Maricopa County. All requests are subject to acceptance by Town of Gilbert staff and their decision is final. I understand that my signature holds me responsible for the information on this agreement. By signing below I agree to abide by the rules and conditions set forth by the Town of Gilbert. If you are accepted and have been formally notified, additional fees may be paid in one of two ways: Credit Card or Check (which can be made directly to the Town of Gilbert- Parks and Recreation/ Special Events).

Signature: _____ Date _____ Print Name: _____

FOR OFFICE USE ONLY:
DATE REC'VD.

PAYMENT DUE:

DATE PAYMENT MADE:
INITIALS:

DATES AND FEES

This is an interest form only. Submission does not guarantee acceptance.

All accepted applications are contingent until payment, business license, certificate of insurance are received by designated deadline.

- Fees: 1 Day \$175 2 Days \$300 (Non-Refundable)
- Power not available, trucks must provide their own power.
- Upon acceptance payments and required documents must be received by Sept. 9th.
- Non-payment will result in loss of event space.

Fri. Only (Nov. 1st) \$175.00 **Sat. Only (Nov. 2nd) \$175.00** **Both (Nov. 1-2) \$300**

TRUCK OVERVIEW

SPACE REQUIREMENTS:

Food Truck: _____ (Length / Width)

Serving Window Side: Driver Side Passenger Side

APPLICATION CHECKLIST

The following information is required for ALL APPLICATIONS (applications NOT including the following will not be considered).

- Completed Application
- Space requirements/footprint diagram with measurements
- Booth/Food Truck Photo
- Description of product and price list.

UPON ACCEPTANCE

Fees and required documents are due by Sept 9th. NO REFUNDS

- Fee: \$175 1 Day \$300 2 Days
- Certificate of Insurance naming Town as additional insured
- Copy of Gilbert Mobile Vending License
- Vendor Procedures Signature Page

RETURN APPLICATION TO:

Mail: Gilbert Parks and Recreation Department/Special Events
90 E. Civic Center Drive, Gilbert AZ 85296
Fax: (480) 503-6204 **Email:** Dina.Lopez@gilbertaz.gov