



Quakertown Borough Parks & Recreation

Food Vendor Application

35 N. Third Street, Quakertown, PA 18951

267-372-7275

parksrec@quakertown.org

Thank you for your interest in being a food vendor at a 2024 Quakertown Borough event. Please complete this Food Vendor Application in its entirety, with as much detail as possible, and provide appropriate supporting materials. Applications will not be considered until all required forms are submitted.

CHECK LIST – THE FOLLOWING DOCUMENTS MUST BE SUBMITTED WITH THE VENDOR APPLICATION

- Completed Application
- Signed Agreement
- A detailed list /description/price of all food items to be offered during this event
- A copy of Current Bucks County Food Service License
- Vehicle Insurance Documentation
- Certificate of Insurance naming “Borough of Quakertown” as addition insured with a minimum \$1,000,000 coverage with registration
- Picture of food truck/set up
- Vendor Fees

CONTACT INFORMATION

Name of Applicant (first and last)		
Phone	Email	
Address		
City	State	Zip

VENDOR INFORMATION

Name of Truck		
Type of Food Served		
Length of Vehicle	Space Needed	
Please select the type of vendor: <input type="checkbox"/> Food Truck <input type="checkbox"/> Food Trailer <input type="checkbox"/> Pop-Up Stand		
Do you have your Bucks County Food License? (This is required) <input type="checkbox"/> Yes <input type="checkbox"/> No		
Accepted Payment Types		

TERMS AND CONDITIONS

1. **Required Documents:** It is the sole responsibility of each vendor accepted to obtain any/all required, applicable and appropriate state and local licenses and permits needed. **A Bucks County Food License is required.** Each vendor is also the sole responsible for payment of all taxes pertaining to their operation.
2. **Acceptance:** Quakertown Borough reserves the right to accept or deny any vendor application. Submitting an application does NOT guarantee you a space. The Borough will be accepting a limited number of vendors for these events. Applications will be reviewed by the Borough and vendors will be selected based on a number of criteria, including proposed items, completeness of application, space requirements, appearance of stand, and adherence to rules. Any deposits received by food trucks not accepted will be refunded.
3. **Vendor Fee:** All vendor deposits are due with submission of the Vendor Application. If the application is being emailed it is the vendor's responsibility to inform the Department of when the payment will be received.
4. **Payment:** Vendor agrees that the event percentage of the gross food and beverage sales minus the vendor fee will be paid to the Borough of Quakertown at the end of the event. Vendors must provide proof of sales via a register receipt. Failure to do so will result in no vendor fee reimbursement.
5. **Set-Up:** Each vendor is responsible for set-up, maintenance of provided space, and removal of your truck, your equipment, your merchandise, and your trash.
6. All food truck vendors must be self-sufficient. Electricity and water will not be supplied. Generators are permitted at these events.
7. **Additional Structures:** All structures (tents, displays, tables, chairs, etc.) supplied by the vendor are the responsibility of the said vendor and must be secured to withstand changing weather conditions.
8. All vendors at the event are required to remain open during the entire event.
9. **Weather:** All events are rain or shine. If the Borough of Quakertown cancels this event due to inclement weather, the vendor will receive a refund upon request by either letter or email within 30 days. Any monies not requested to be refunded will be considered a donation to Quakertown Borough Parks and Recreation.
10. All items being sold or displayed must be contained in booth space purchased by and provided by vendor. Set-up, display, solicitation, and sales will not take place outside of vendors designated space.
11. **Signage:** All vendors must have signage that includes menu items and prices clearly displayed.
12. **Menu:** Vendors may only sell the approved menu at the prices listed on the application. Changes to the menu must be approved by the Borough.
13. **Hold Harmless:** All vendors agree to hold the Borough of Quakertown and their representatives harmless for any seen or unseen injury, theft, or other loss to any person or property incurred by them or their representatives during travel to/from, load-in/set-up, event, and break- down/ load-out for the participating events.
14. **Unacceptable Items:**
 - a. Merchandise that is not authentic
 - b. Replicas of original products
 - c. Political or religious handouts
 - d. Pornographic or nude materials
 - e. Weapons
 - f. Drug paraphernalia
 - g. Anything viewed by the Borough of Quakertown that is not deemed acceptable to our audience

VENDOR TERMS AND CONDITIONS AGREEMENT

By signing this application below, I acknowledge that I have read, understand, and agree to abide by all general information, procedures, conditions, fees and instructions set forth in this application to the Borough of Quakertown.

I, _____,

- 1) Acknowledge that I have read and understand the Conditions set forth by the Borough of Quakertown.
- 2) I understand that I will be asked to leave the premises and my fees will not be refunded if I am unable to follow these guidelines.
- 3) I understand that failure to adhere to these Conditions may result in exclusion from future events.
- 4) By signing below, I am guaranteeing that I have authority to represent and bind my organization, _____.
- 5) I agree to indemnify and hold harmless all organizations and persons sponsoring, managing or in any other way participating in Borough of Quakertown events, including, but not limited to the Borough of Quakertown and its personnel from any loss, claim, penalty, or lawsuit in any arising from my/our operation or involvement in Borough of Quakertown Events.

I further acknowledge that I understand that this outdoor event is subject to various, changing weather conditions as well as local, state and federal safety and health regulations and that the event may be shortened or cancelled due to unforeseen or uncontrollable circumstances. If accepted to participate in this event, there will be no refund of any application fees.

Applicant Signature: _____

Print Name: _____

Date: _____



DOG DAYS OF SUMMER

June 1, 2024

Join us for a tail-waggin' afternoon at the Dog Days of Summer, formerly known as K9 Mutt Strutt! Celebrate the kickoff to summer with fun for the whole family, including your dog. Experience vendors, a kids zone, competitions, and much more—all while supporting our K9 unit and exploring our park system!



THE SOUNDS OF SUMMER CONCERT SERIES

June - August

Dates:

June 21	August 23
July 19	August 30
August 16	
August 22/24	

The Sounds of Summer Concert Series is a highlight for over 10,000 concertgoers each summer. In 2024, the series will feature 8 concerts bringing in an estimate of 3,000 attendees per concert.

Looking for vendors that have a diverse menu and can handle high volumes in a timely matter.



TOUCH A TRUCK

June 27, 2024

Rev your engines for our Touch-a-Truck event! Following a successful debut in 2023 with close to 1,000 attendees, join us for another year of hands-on fun and exploration with a variety of vehicles from trash truck to fire engines.

Looking for vendors with kid-friendly options



PARK-SIDE FOOD FESTIVAL

September 14

The Park-Side Food Truck Festival is a delectable celebration of diverse culinary delights set against the backdrop of our scenic park. This vibrant event brings together a variety of food trucks offering an array of flavors to satisfy every palate.

Looking for vendors with diverse menus. Small plate-style menus encouraged.



FALL FESTIVAL & TRUNK OR TREAT

October 26, 2024

A Fall evening will feature Fall Favorites including a trunk or treat, hayrides, costume contest, and much more! Be prepared; this event attracts an average of 3,000 attendees.

Looking for vendors that have fall inspired menus and kid-friendly options.

FOR MORE INFORMATION OR QUESTIONS
CONTACT QUAKERTOWN BOROUGH
PARKS & RECREATION

 parksrec@quakertown.org

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