FOR OFFICE USE ONLY	CHECK LIST	APPLICATION #
Date Received: _____	___Payment ___Completed App ___ Insurance ___ Health Certificate ___Indemnification ____ Deposit	

Chamber of Commerce
FOOD TRUCK FEST 2027
May 10, June 14, July 12, September 13
VENDOR APPLICATION

Please Print all Information

Truck Name: _____

Contact Person: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: (_____) _____ Email Address: _____

Website: _____

Truck Dimensions/Size _____ Serving Window Side: ____ Passenger ____ Driver
(Picture of Truck/Trailer length may be requested)

(SPACES ARE FIRST COME, FIRST SERVE!) PLEASE LIST ITEMS YOU WILL BE SELLING/SERVING.
We want to give customers as much variety as possible. You may be asked to limit your menu as to not have duplicate items. THE SALE OF ITEMS NOT LISTED IS PROHIBITED!

_____

_____

_____

VENDOR FEE REGISTRATION: $25 Deposit for each month required to reserve your space. Balance due TWO weeks before each event.

MAY 10 (4:00-8:00 pm)	$25 ____	Date Paid: _____	$125	____	Date Paid: _____
JUNE 7 (4:00-8:00 pm)	$25 ____	Date Paid: _____	$125	____	Date Paid: _____
JULY 12 (4:00-8:00 pm)	$25 ____	Date Paid: _____	$125	____	Date Paid: _____
SEPT 13 (4:00-8:00 pm)	$25 ____	Date Paid: _____	$125	____	Date Paid: _____

There is no guarantee you will be selected for all four dates.

CC payments accepted, or make Checks Payable to:

Lapeer Area Chamber of Commerce
128 West Nepessing Street
Lapeer, MI 48446

website: www.lapeerareachamber.org
email: events@lapeerareachamber.org
phone (810) 664-6641 Ext 102

By signing this application, I confirm all information provided is true and accurate. I have read and understand all the Food Truck Policies and Procedures and agree to abide and be bound by them. I agree to be responsible for all individuals I permit to assist with and at my space including their adherence to the Policies and Procedures.

X_____ _____

Signature of Applicant **Date**

APPLICATION

Important Information:

(1) Application must be received 2 (two) weeks before the event date for consideration.
(2) All legal Policy/Procedure requirements are met (see section below).

Registration fee is $150 per event. A $25 deposit per month attending is required to reserve your space and deposits are **non-refundable.**
The $125 balance can be paid monthly, HOWEVER that payment is due NO later than two weeks prior to the event to HOLD your spot. If payment and required documents are not received by the due date the Chamber **WILL** fill the spot with a truck from the waitlist!

- Food Truck parking is the back of the parking lot on the north side of Farmers Creek by Annrook Park
- Food trucks must be self-powered. No electrical access will be provided.
- You will need to provide a sign at the event with your food items with clearly visible prices.
- **NO REFUNDS WITHIN SEVEN (7) DAYS PRIOR TO EVENT DATE, NO REFUNDS ON DEPOSITS – IF the Chamber cancels the event, you will have the option of a refund or pushing that payment to the next event.**

Attention: Be sure to include all items below.

No application will be approved without ALL FIVE of the items listed below!

1. This completed & signed Application
2. Your Deposit(s) or Full Payment (Full payment can be paid per date or all 4 events)
3. Your Certificate of Liability Insurance which must include the following language
ADDITIONAL INSURED: THE LAPEER AREA CHAMBER OF COMMERCE
AND THE CITY OF LAPEER. (See monetary requirements under insurance).
4. Health Dept. Certificate, License, and inspection form. (A copy of your current Michigan STFU or Mobile license).
5.Completed Indemnification Agreement (Page 3)

HEALTH DEPT REQUIREMENTS:
Licensed as a valid: ____Michigan Special Transitory Food Unit or ____ Mobile license

*If you are **NOT** licensed as either, you must apply for a temporary license through the Lapeer County Health Department. The Michigan Temporary License Application is available at: (http://lapeercountyweb.org/LapNew/images/HealthDept/EnvHealth/FoodSafety/FS1-Temporary-Food-License-Application.pdf) The fee is $109.00 for a "for profit organization", Non-profit is $55.00. If you are a non-profit, please provide proof of your 501 (C) (3) certification.)

Name of Unit: _____ Licensing County _____

License Number: _____ Expiration Date: _____

Will food be stored/prepared at an off-site location before/during event?

No * ____ *All food must be purchased and transported directly to the site the day of the event.

Yes_____ Name & license # of commissary:

Address_____

Chamber of Commerce
FOOD TRUCK FEST 2026

May 10, June 14, July 12, September 13

Indemnification Agreement

The _____ agree(s) to defend, indemnify, and hold harmless, the City of Lapeer, Michigan and the Lapeer Area Chamber of Commerce, its officers, employees, volunteers and agents, from and against any claim, demand, suit, loss, cost, expense, or any damage, which may be asserted, claimed of recovered against or from the City of Lapeer, Michigan and the Lapeer Area Chamber of Commerce, its officers, employees, volunteers, and agents, by reason of any damage to property, bodily injury or death arising out of or is incident to or in any way connected with or related to the special event.

Signature _____ Date _____

Witness _____ Date _____

**This form must be signed and returned at the time of application.

Food Vendor Policies & Procedures:

The Lapeer Area Chamber of Commerce reserves the right to approve or reject any products listed on the application due to duplicate items at other trucks.

Application Approval/Rejection Policy: Approval of any application will be at the sole discretion of the Lapeer Area Chamber of Commerce, who reserves the right to accept or reject all applications. Quality Product and Service is required. Deposits, payments, and application approvals may not be transferred to another company. Assignment of any available space(s) is solely at the discretion of the Lapeer Area Chamber of Commerce. Any changes to the original application must be approved in writing no later than 5 days prior to the event. Menu changes made without WRITTEN AUTHORIZATION may result in loss of privileges as a food vendor.

Cancellation Policy: Only written cancellations will be accepted. No refunds will be given on deposits.

Legal Requirements: To sell any products, you are responsible for having a valid license and following all laws governing your activities. This includes but is not limited to Lapeer County Health Department submission of an "intent to operate" notification at least one week prior to operating, collection of and payment of taxes and reporting of the same. Lapeer County Health Department requires that all food booth concessionaires meet sanitation standards. You may contact the Health Department at: (810) 667-0392.

Insurance: Our insurance provider requires that we maintain Certificates of Insurance from all vendors that participate in events we sponsor. Certificate of Insurance must be sent with paperwork. A completed Indemnification agreement MUST accompany the waiver of liability and insurance certificate **THE ORIGINAL CERTIFICATE OF LIABILITY MUST BE SUBMITTED AND MUST INDICATE $1,000,000.00 FOR LIABILITY INSURANCE FOR BODILY INJURY AND PROPERTY DAMAGE. THE CERTIFICATE MUST NAME THE LAPEER AREA CHAMBER OF COMMERCE AND THE CITY OF LAPEER AS ADDITIONAL INSURED.**

Operations Policy:
There is a $150 vendor fee for each month that must be received at the Lapeer Area Chamber of Commerce **no later than 7 days before the scheduled event.**

Dates/Hours of operation. Food Truck dates are the Second Monday of the month in May; June; July; and September from 4:00-8:00 pm. Rain or shine. Food Trucks are responsible for having their unit fully functional until at least 8:00 pm for each event. Please note that in the event of severe Inclement weather, any cancellation and/or rescheduling of the event is at the sole discretion of the Chamber of Commerce and all registration fees will be applied to the rescheduled date.

Set Up: **Set up can begin as early as 1 pm**. Start time is 4:00 pm on event day. Trucks need to be on site and ready to operate at least ONE (1) hour prior to the event's start time. Deviations need to be approved by the Lapeer Area Chamber of Commerce. Food vendors are responsible for all assembly of their booths in accordance with the Chamber of Commerce Policies and Procedures, Fire Marshall and Lapeer County Health Department rules and requirements. Participation is subject to full approval of the entities above. Location, facilities, utilities use, and appearance of the booth are subject to approval.

Concessionaires are responsible for the cleanliness of their unit and immediate area thereto. At the end of each event day, vendors are expected to clean their entire area and remove trash. All vendors must have cleaned their space and vacated the area no later than ONE HOUR after the end of the event. **NO GREASE MAY BE POURED INTO ANY DRAIN OR ON THE GROUND.**

Food Vendor Policies & Procedures:

The Lapeer Area Chamber of Commerce will not be responsible for losses of any kind, whether by fire, theft, physical violence, elements of natural or any other cause. Vendors are responsible for their own merchandise, employees, and equipment, its protection and insurance at the risk of the vendor only and vendor shall hold the Lapeer Area Chamber of Commerce and City of Lapeer harmless from any damages, including subrogation claims by vendor's insurance carrier. Discourtesy to patrons or other vendors, obscene language, or shouting will not be tolerated and may result in vendor's removal from the festival and forfeiture of your registration fee.

The Lapeer Area Chamber of Commerce reserves the right to reject any vendor for any reason it deems necessary. If, in the opinion of the Lapeer Area Chamber of Commerce, the actual product is different from what has been approved and stated in the application, removal and the forfeit of your registration fee may result.

The Lapeer Area Chamber of Commerce reserves the right to amend these Policies and Procedures at any time. Amendments will be made in writing and will become effective immediately.

Vendor requirements - City of Lapeer Fire Department

All vendors will be required to have a fire safety inspection and be approved by the Fire Dept. prior to food preparation. Each vendor should contact our office prior to the first date they will be in town, so we can explain what will be needed before they arrive.

- All vendors cooking with oil will be required to have at least one Class K fire extinguisher. This is in addition to the Class ABC extinguisher(s) already required for fires involving products other than oil. The minimum size for ABC extinguishers is 2A: 40BC. All vendors are required to have at least one Class ABC extinguisher in their food truck.

- Any vendor using propane or other compressed gases is required to have all cylinders positively always secured. 20 lb. (barbeque size) propane cylinders are the only size compressed gas cylinders allowed to be secured by bungee cords. These bungee cords shall be made of heavy-duty rubber and shall be in good condition. All other compressed gas cylinders shall be secured to an approved non-movable object (not to the side of a tent or a small diameter pole) with nylon straps.

- All vendors shall always maintain a clear path of egress around their food truck and operation for emergency escape purposes.