



## **Food Truck Rodeo November 3, 2019 - 12-5pm - Ogden Park**

### **Vendor Rules**

#### **General Rules:**

1. Vendors must have wheels and be mobile (i.e. truck, trailer or food cart).
2. Vendor agrees to donate 10% of gross food & beverage sales to the Parks Conservancy within two weeks following the event. Payment for the November 2019 event is due by Monday, November 18, 2019.
3. The minimum required donation is \$100 to participate.
4. The \$100 minimum shall be paid in advance as a deposit towards your 10% donation. If your application is approved, you will receive an email with instructions on how to pay the \$100 deposit. The deposit is due by September 13, 2019. Failure to pay the minimum by the due date will result in loss of event space.
  - a. The Food Truck Rodeo is an outdoor event and is held rain or shine. The \$100 minimum is non-refundable.
  - b. If the event is cancelled by the Parks Conservancy for any reason, the \$100 minimum will be refunded.
5. No food and/or beverage sales are allowed without a valid permit. You must have a copy of the permit with you during the Food Truck Rodeo.
6. Vendors must comply with all laws, ordinances, and regulations of the United States, State of North Carolina, New Hanover County, and City of Wilmington, including health laws and regulations, including but not limited to special events.
7. All prepared food items, meat, fish, and cheese sold must meet state and local health regulations including the inspection of the prepared foods seller's kitchen by NCDA health inspectors, and labeling in compliance with the regulations. Sellers must have a copy of their inspection form with them when selling at the Food Truck Rodeo.
8. Vendors must complete a post-event report at the conclusion of the event.
9. Smoking is not permitted in New Hanover County parks.

#### **Display/Set-up:**

1. One truck/vendor space is approximately 10' x 30' for one food truck.
2. Set-up time is 9-11am. Vendors must be ready by 11am and stay until the event closes at 5pm.
3. Parks & Gardens staff or designee will assign vendor space.
4. Upon arrival, vendors should check in with Parks & Gardens staff at the entrance gate for directions on where to set up.
5. Vendors must provide their own tables, displays, canopies, tents, etc.