



# Food Truck Event Vendor Agreement (Food)

1657 PA-116 Spring Grove Pa 17362

The Spring Grove Regional Parks and Recreation Center & Windy Hill Senior Center (Sponsor) and the individual/organization/business described in Article 1 below (Vendor) agree that subject to the terms and conditions of the Agreement, Vendor shall sell and/or exhibit only the products, services, and information specified and approved in Article 1, Paragraph 2 at the Spring Grove Regional Parks and Recreation Center, for an event which the Sponsor coordinates in Spring Grove, PA on the following date(s) and time(s) located at the Little Creek Golf Course/Park, Rt. 116, Spring Grove, PA 17362. *Event date: April 19<sup>th</sup>, 2024.*

## Article 1: Vendor Information

Individual/Organization or Business Name		
Contact Person		
Street Address		
City, State, Zip		
Telephone (Work)	Telephone (Home)	Email:

**Please provide a MENU of what will be offered on your food truck**


*Please circle which type of organization you consider yourself for our records. Thank You!*

For-Profit Organization

Non-Profit Organization

**Article 2: Terms and Conditions**

**Read carefully. Fill in the blanks, sign and return by email or mail.**

1. This agreement must be completed and signed by Vendor and returned to Sponsor within 30 days of the event with the appropriate fees and required documents and shall not be in effect until accepted and signed by Sponsor.
2. Vendor agrees to abide by the rules and regulations for the Little Creek Golf Course and any changes there to shall be provided to Vendor prior to the start of event. Sponsor is not responsible for Vendor's property.
3. Vendor agrees to **SELL ONLY PRODUCTS LISTED** and **APPROVED** by Sponsor on page 1 of this agreement.
4. Vendor is responsible for supplying its own personnel, tables, chairs, signs, etc. and for maintaining all liability insurance and any other insurance that may be necessary.  
**\* A copy of our current liability insurance must be provided along with a photo of your truck or trailer with this registration form.**
5. Event Fee: \$150 due with completed contract to be received no later than Friday, April 12<sup>th</sup> (checks payable to: Windy Hill Senior Center). This fee includes a 20' x 20' space. Additional space can be purchased as a rate of \$25 per 20' of space. Please take into account the size of your vehicle if it's attached to your food truck; you may need more than 1 space.
6. Vendor agrees to indemnify and hold Sponsor, Sponsor's officers, volunteers and anyone associated with Sponsor harmless from any and all loss or damage to Vendor, Vendor's employees or another person on Vendor's property attributable to any act or omission of Vendor or Sponsor.
7. Vendor agrees to abide by all boroughs, townships, state and federal rules applicable to it and its activities at the Little Creek Golf Course.
8. Event will be held **weather permitting** and it's the Vendor's responsibility to be fully prepared for inclement weather. In the event of inclement weather *during* the event, the staff will notify vendors of the event's ending time. All vendors will be contacted within 24 hours of original scheduled date if inclement weather or other catastrophic event causes cancellation, and a full refund will be provided.
9. All current CDC guidelines will be followed regarding COVID-19.

**Article 3: Termination**

Sponsor reserves the absolute right to terminate the Agreement in the event Vendor sells or attempts to sell any product or service other than those specified in Article 1 or breaches any of the regulations for the event. In the event the Sponsor terminates the Agreement, Vendor shall immediately cease any activities at the Little Creek Golf Course and remove all equipment, personnel and other property from the event venues and forfeit all fees paid to Sponsor.

**Article 4: Fees**

**ALL FOOD TRUCK/TRAILER SPACES ARE APPROXIMATELY 20ft x 20ft for a flat fee of \$150.**

**Additional space, if available, must be requested at the time of submitting an agreement for an additional fee of \$25 per 20' addition.**

***\*Please keep in mind that electric service, if needed, will NOT be available and that you must provide your own means of generating electricity for your space.***

**Event Date(s) Requested: Friday, APRIL 19<sup>th</sup>, 2024 4 pm - 7pm**

Questions? Please call Kate King @ 225-9733 Ext. 3 or email: [springgroverec@comcast.net](mailto:springgroverec@comcast.net)

Vendor requires initial 20'x20' space (\$150). Additional space(s) needed (\$25 per additional 20ft) \_\_\_\_\_

Vendor Signature: \_\_\_\_\_

**Sign and date agreement and mail with payment & required documents to:**



Windy Hill on Campus  
1472 Roth Church Road, Suite 103  
Spring Grove, PA 17362



**Or Email to:**

[lawj@windyhillonthecampus.org](mailto:lawj@windyhillonthecampus.org)

\_\_\_\_\_  
Date of Acceptance: \_\_\_\_\_ Accepted by: \_\_\_\_\_ Additional Comments: \_\_\_\_\_

Check #: \_\_\_\_\_