

## **2022 Juneteenth Celebration**

### **Food Truck Application**

**\*\*Application Deadline June 1st, 2022** Email completed applications to Sharia Wallace, Event Coordinator at [MontCoJuneteenth@gmail.com](mailto:MontCoJuneteenth@gmail.com)

#### **Eastern Montgomery County Juneteenth Celebration (DAY 1)**

Location: 109 Park Avenue, Upper Moreland PA

**Event Details:** Saturday June 18th (rain or shine)

**Setup** 10AM-12PM (Volunteers and Food trucks can arrive as early as 9am)

**Celebration** 1pm-4pm

**Cleanup** 4pm-6pm

**Event Information:** I SAW Visions, Arts and Culture Boutique is presenting The Eastern Montgomery County Juneteenth Celebration, which will be hosted by The Upper Moreland Free Public Library. This outdoor event will feature musicians, artists, and activities for the entire family. This event will draw an estimated crowd of 500-700 guests! This event is **FREE** and open to the public.

#### **Eastern Montgomery County Juneteenth Celebration (DAY 2)**

Location: The Willow Grove YMCA 1700 Coolidge Ave Willow Grove PA 19090

**Event Details:** Sunday June 19th (rain or shine)

**Setup** 10AM-12PM (Volunteers and Food trucks can arrive as early as 9am)

**Celebration** 1pm-4pm

**Cleanup** 4pm-6pm

**Event Information:** I SAW Visions, Arts and Culture Boutique is presenting The Eastern Montgomery County Juneteenth Celebration, which will be hosted by The Upper Moreland Free Public Library AND The Willow Grove YMCA. This outdoor event will feature musicians, artists, and activities for the entire family. This event will draw an estimated crowd of 500-700 guests! This event is **FREE** and open to the public.

**The Juneteenth Planning Committee will review all applications and select the applicable vendors.**

**Please note: space is limited.** Applications should be submitted to Sharia Wallace at [MontcoJuneteenth@gmail.com](mailto:MontcoJuneteenth@gmail.com). Final payment is required once approval is granted.

**The deadline for vendors to submit their applications is extended to Wednesday, June 1<sup>ST</sup>, 2022.** Vendors cannot be accepted after that time. Please note, submitting an application **DOES NOT** guarantee your participation at this year's Juneteenth celebration event.

The event organizer, host and related parties **DO NOT guarantee your financial success at this event and vendor fees are non-refundable for any reason.** The event takes place outdoors and is rain or shine.

**PLEASE READ THESE CAREFULLY:**

● **Business Liability Insurance is required, please include proof of with this application.** Please sign and return the Liability Agreement included with this application. Vendors who do not complete the Liability Agreement will not be permitted to operate at Upper Moreland Juneteenth Celebration.

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- **Vendors must provide proof of valid Montgomery County Health License with this application.**
- **Each vendor is provided with one (1) 20x20 space;** additional space may be available for an additional fee. Vendor provides their own set up, including tent (with weights), tables, chairs, etc.
- Vendor placement is at the discretion of the event committee and will be assigned by June 7th.
- We like attendees to experience a variety of foods, therefore, duplicate vendors will not be accepted. Priority will be given to early applications at the discretion of the Committee.
- **Electric:** We recommend that you bring your own power supply. If you bring your own generator, it should be a generator that produces a noise level between 50-59 db or less. If it is any louder, noise suppression is required. You will need the necessary electrical cords and covers to prevent tripping hazards. Vendors are required to bring their own extension cords and any other necessary items to operate equipment.
- **Parking:** Vendors will be sent instructions on all parking options prior to the event in the confirmation email. All vendors will be directed to a specific parking location.
- **Photos:** Vendors agree to allow event photographers to take pictures and video of booth and products during the event. Photos may be used in future promotional materials.
- **On the day of the event, vendors must be set up no later than 12:00pm.**

**Payment Information**

Food Truck Space: \$75

Please make checks payable to The Upper Moreland Free Public, sent to 109 Park Avenue Willow Grove PA 19090. If you would like to pay by credit card, Call I SAW Visions (Sharia Wallace) at 267-393-0344

**Payment is due within one week of acceptance of your application or your space will not be guaranteed.**

**Food Vendors Responsibilities & Requirements**

- Vendors are responsible for their entire booth set up and break down. Please set up between 10:00am - 12:00 pm on Saturday, June 18th.

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- **Vendors are responsible for cleaning up their area at the end of the event.** Please remove all trash from your designated area at the end of the event. Trash and recycling dumpsters will be provided. Do not place your garbage in the small containers meant for guests to use.
- **Each vendor is provided one (1) 20'x20' space;** additional space is an additional fee. All items, equipment and materials **MUST** fit inside purchased vendor space. No items will be allowed outside of the approved area. Sidewalks, walkways, and throughways must remain clear of items for safety.
- Vendors are responsible for their own signage, including banners, labels and marketing materials (such as menus, flyers, cards, etc.).
- Amplified sound is not permitted in your booth space.
- ALL alcohol beverages are strictly prohibited on the event site.
- **Vendors are required to weight down tents.** Our vendor area is on asphalt so tent stakes are not permitted.
- **Vendors are expected to remain at the event until it ends at 4:00 p.m.** ○ In the event of an emergency that requires your early departure, **any site manager of event staff member can assist you.**
- **Vendors must provide proof of valid Montgomery County Health License and proof of insurance with this application.** Obtaining these licenses does not guarantee acceptance of your application.
- **Cancellation should be submitted in writing ON OR PRIOR TO June 1st, 2022).**
- **Refund Policy: No refunds will be made. In the event that fire, acts of god strikes, or other uncontrollable circumstances force the postponement or cancellation of the eastern Montgomery County Juneteenth Celebration, The Upper Moreland Free Public Library (nor any other entity associated with the event) shall have no liability or obligation to make any refund.**
- **Limited Relationship for Event only: It is understood and agreed by the parties hereto that this Agreement is intended solely as a license agreement, permitting the use by the vendor of the assigned booth area for the time period and purposes stated herein, and this shall not be construed as creating nor is it intended to create any other relationship between the parties. This agreement shall be construed and interpreted according to the laws of the Commonwealth of Pennsylvania.**

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- **Vendors must adhere to all Montgomery County COVID-19 protocols in place at the time of the Event.**

**Vendor Liability Agreement:**

Vendor, as defined below, wishes to participate as a vendor or associate in The 2022 Eastern Montgomery County Juneteenth Celebration (the “Event”). Vendor agrees to accept all liability and responsibility for any personal injury, property damage, loss, theft or any other harm suffered by myself or others arising from or otherwise incident to my participation in the Event.

\_\_\_\_\_ on behalf of its heirs, executors, assignees, and/or successors in interest, and on behalf of any employees, contractors, directors, subsidiaries, affiliates or invitees (the “Vendor”) hereby agrees to indemnify, hold harmless and release I SAW Visions,

United Methodist Church and its officials, directors, employees, agents, volunteers, sponsors, affiliates and subsidiaries from and against all suits, claims, demands and losses including costs, expenses and attorney's fees incurred as a result of any act or omission, negligence or misconduct of the Vendor during the Event or otherwise arising out of this Agreement.

- If you have liability insurance check here (\_\_\_\_)
- What is the amount of your liability insurance? \_\_\_\_\_ (minimum \$500,000)
- Vendor hereby agrees that it shall maintain liability insurance in the amount and type set forth above throughout the term of this Agreement and during the Event.
- What is the type of liability insurance?

By signing this Agreement, the Vendor/Participant hereby requests The Eastern Montgomery County Juneteenth Celebration to reserve vendor space at the 2022 Juneteenth Celebration and affirms it has read, understands and agrees to all terms and provisions of this Agreement.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

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**Willow Grove 2022 Juneteenth Celebration Application \*\*Insurance and Montgomery County Health License- Must Attach copy of Certificate with Application\*\***

Vendor Information: Food Truck

Name: \_\_\_\_\_ (Type or print exactly as you would like to appear in promotional listings.)

Mailing Address:

\_\_\_\_\_  
\_\_\_\_\_

Day of Event Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_ Social Media: \_\_\_\_\_

\_\_\_\_\_ NOTES

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (Anything you would like I Saw Visions to consider when assigning your space.)

5. Food Menu Items with Prices: (must represent exact event food and prices) \_\_\_\_\_

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Food Truck License Plate Number: \_\_\_\_\_

Service Window Location: \_\_\_\_\_

I agree that I am required to stay for the entirety of the event. I have completely read and understand the Rules and Regulations outlined in this package. Upon vendor signature and event staff approval, this completed form will be a binding license agreement between the vendor and The Eastern Montgomery County Juneteenth Celebration I have enclosed a check payable to: The Upper Moreland Free Public Library. Upon acceptance, this will ensure that I will have one reserved space at The Eastern Montgomery County Juneteenth Celebration.

I understand that the total cost for my participation is \$75 with additional fees for table and chair rental. This fee covers SATURDAY AND SUNDAYS EVENT.

Date Attending (Please Check ONE or BOTH)

Saturday June 18<sup>th</sup>, 2022 \_\_\_\_\_ Sunday June 19<sup>th</sup>, 2022 \_\_\_\_\_

Signature of Vendor \_\_\_\_\_ Date \_\_\_\_\_ I Event  
Staff Approval \_\_\_\_\_ Date \_\_\_\_\_

2022 Community Juneteenth Celebration