



# York Food Truck Wednesdays

**PLEASE KEEP THESE PAGES FOR YOUR RECORDS**

- 1. ELIGIBILITY:** No food truck will be accepted into the event without a completed application. Approval of all new vendors into the event is by the York Region Chamber of Commerce. Space is limited. Precedence for approval of applications is based on priority given to those who have committed to all weeks, then by food type. No duplications of food type will be allowed each week.
- 2. LOCATIONS AND TIMES:** The location of the Food Truck Wednesdays is in the parking lot at York Region Chamber of Commerce. The event will be officially open on Wednesdays from 5:00pm to 8:00pm each Wednesday from June 5, 2019 to August 28, 2019. **Vendors may not arrive late or leave early for any reason.** Please make sure to bring enough product to last the whole day. You may arrive as early as 3:30pm to begin set-up and must be cleaned up and leaving by approximately 9:00pm. We plan to have 3-6 food trucks each week.
- 3. ATTENDANCE POLICY:** We cannot offer refunds. If you commit and pay for a date, you are expected to be present. If you sign up for a full season, you are expected to see it through until the final date. The event manager does keep track of attendance. **These are rain or shine events;** customers know that and they do expect the event to take place, regardless of the weather forecast. With that being said, on days when you feel unsafe to travel to the market, attending the market is at your own discretion. In the event of any emergency, you need to make sure that the email and mobile phone number you give on the application is accurate. If the person coming to the event has a different contact from your business contact information, you need to indicate it on your application.  
**Please notify the Chamber in writing one week in advance if you are not able to attend** and we will attempt to fill your spot with an alternate vendor. The Chamber will accept notification by mail or by email at [linda@yorkme.org](mailto:linda@yorkme.org). If an emergency comes up, you must call the Chamber at 207.363.4422 and speak to Linda or Holly. Two missed weeks **WITHOUT** early notification will result in the forfeiting of your space with no refund. You are allowed **two** missed weeks **WITH** early notification.
- 4. PAYMENT:** The payment amounts & options are provided on the application. Funds collected are for market expenses, such as rental of the space, insurance, staffing and promotion.
- 5. INSURANCE & LICENSE REQUIREMENTS:**
  - State of Maine health inspection
  - Copy of State License
  - Copies of all ServSafe certificates
  - Certificate of Insurance naming York Region Chamber of Commerce, 1 Stonewall Lane, York, ME 03909 as additionally insured
  - Signed application
  - Pre-payment of rent
  - Proof of fire extinguisher
- 6. SIGNS:** All vendors are responsible for any signs they need at the event including a list of food items available.
- 7. PARKING:** Spaces will be assigned and emailed to all vendors at least 2 days before the event each week.

8. **SETTING UP AT MARKET:** All displays should be neat and tasteful. Set-up can begin at 3:30pm. **All vendors must be completely set-up 15 minutes before the event start. Customer Walkways:** Maintenance by vendors of a clear walkway for customers to move from one vendor to another without obstruction is important and will be enforced by the event manager.

9. **PICKING UP:** General cleanliness of the event area is everyone's responsibility. It assures customers a pleasant place to shop for food items, and helps us maintain the space. This includes picking up your own area while selling and making certain the area is clean before you leave.

10. **HAWKING:** No hawking or calling out to attract buyers to your goods is permitted.

11. **No soliciting or surveying** by any political, religious or other special cause groups or individuals is permitted at the event.

12. Food Truck Wednesday is a **non-smoking, no-pets** area for everyone's safety & comfort.

13. **Plastic Bag Ban:** The Town of York has banned single-use plastic bags provided by retailers. This does apply to our event. On November 3, 2015 the voters of York voted in favor of adopting the Single-Use Plastic Carry-Out Bag Ordinance. The ordinance took effect on March 3, 2016. It also includes "compostable" or "bio-degradable" bags that contain polymer or have the word "plastic" on them. Here is a helpful link with ideas and information about the ordinance:  
<http://www.byobyork.org>

14. **Event Media:** As an event vendor, you agree to allow the chamber of commerce to photograph you, your booth and your products to use to promote the market in all forms of media.

***A violation of any of the rules constitutes a violation of the agreement which will be terminated and no refunds will be given.***

*These rules have been adapted from the rules of other events. Their purpose is to keep the high standards our members and customers have come to expect.*