

FOOD VENDOR APPLICATION

City of Suisun City Recreation, Parks, & Marina Department
611 Village Drive, Suisun City, CA 94585
jsingley@suisun.com
(707) 718-0311



About the Event
The City of Suisun City is hosting our 4 th of July Celebration on Thursday, July 4, 2024 from 11:00am to 9:30pm. This event features community acts, live music, and firework show at the end of the celebration.
Food Vendor Fees
For Profit: \$400 - 10'x10' space \$475 - 10'x20' space \$550 – 10'x30' space Non-Profit: \$300 - 10'x10' space \$375 - 10'x20' space \$450 – 10'x30' space ***These fees DO NOT include any fees for your Solano County Health Permit***
Application Procedure
To apply for a food vendor space, please fill out the second page of this application form and have it e-mailed, dropped-off or mailed along with a copy of your health permit to our offices no later than 4:00pm on Thursday, June 20, 2024 . Space is limited and applications and space allotments are not guaranteed until confirmed. Late applications will be considered only if space is available. Forms must be returned to: Justeen Singley, 611 Village Drive, Suisun City, CA 94585
Assignment of Space
Space may not be re-assigned, sold, traded, or shared without previous arrangement. You may not take-up any spot other than the one you are assigned. <ul style="list-style-type: none">• Main course food vendors must be in an enclosed vehicle or trailer-BBQ or grill outside to prepare food• Dessert/Snack vendors may use a single tent
Selling & Setup Information
Vendors must arrive between 7:00am and 9:00am to setup their vendor space. Vendors must be setup and ready to sell/serve food by 10:30am for health inspection. Any late arrivals will be turned away and will not be given a refund.
Sales
Only items pre-approved by the City of Suisun City may be sold at the event. Food vendors may not sell alcoholic beverages of any kind. All sellers must possess a resale number, collect taxes and be responsible for all their own sales and collections. A resale number can be obtained from the California State Board of Equalization. Applications are not complete without submitting a valid resale number with application.
Supplies & Clean-up
Participants must supply their own equipment, power (low noise generator - under 80 decibels), resale license, signage, and everything else necessary for their sales. The City of Suisun City will manage the Solano County Office of Environmental Health permits & fee for the event. All food vendors must have a valid health permit on file with Solano County for their business. Vendors are responsible for disposing of their own cooking oil and may not use event dumpsters for oil disposal. Each vendor is responsible for the condition of his/her space during and after the event. You will be fined for any garbage or debris left behind. Vendors must remain in place and may begin breaking down their equipment after the fireworks show (approximately 9:30pm).
Flyers
Unless otherwise authorized, the City of Suisun City does not permit, within event boundaries, any distribution of printed materials, sampling, hawking, panhandling, or soliciting.
Responsibility
The City of Suisun City and any city employee/volunteer will not be held responsible for any depredation or loss of any kind, whether by fire, theft, physical violence, elements of nature or other causes, however originating.

Contact Information			
Business/Organization:			Date:
Contact Name:	Booth Type: (Tent, truck, etc.)		Booth Size:
Phone:	Email:		
Address:	City:	State:	Zip:
<input type="checkbox"/> For Profit	<input type="checkbox"/> Non-Profit (must provide proof of nonprofit status)		

Description of Items Sold & Items Priced (Use back of form or attach additional pages if necessary)

Terms of Agreement

Please check the following boxes and sign below:

- I understand that I must arrive by 9:00am to set up, late arrivals will be turned away and no refund will be provided
- I understand that all vendors must be prepared to serve food by 10:30am for health inspection.
- I understand that I must provide my own power via low noise (under 80 decibels) generator.
- I understand that I may not breakdown until after the fireworks show (approximately 9:30pm)
- I understand that I must provide my own change fund
- Attached is a copy of the health permit decal of the food vendor that will be present at the event.
- I agree to meet all County Health requirements and follow any direction provided by the Health Inspector.
(Please refer to: www.solanocounty.com/depts/rm/environmental_health/consumer/food_program/default.asp)
- Yes! I would like to participate in the 4th of July Celebration.** I agree to sell the above listed items on Thursday, July 4, 2024 from 11:00am-9:30pm.
- HOLD HARMLESS AND INDEMNIFICATION AGREEMENT FOR VENDORS**
The applicant hereby agrees to indemnify and hold harmless the City of Suisun City, its officers, agents and employees against any and all claims, demands, costs, expenses and liability of every kind, nature and description directly and indirectly arising from participation permitted under this application, except for damages arising from the sole negligence or will full acts of the City. I certify that I shall accept responsibility on behalf of my group/organization for any damages or theft sustained by the City (premises, furniture or equipment) because of the occupancy of said premises by our group/organization. I have read and agree to comply with the rules and regulations stated within this contract. The cost of any special cleaning or damage to the facility, equipment or grounds, due to the participation, will be charged to the business listed on the application directly.

Application Return & Payment

To submit your application, mail -OR- drop off by 4:00pm on Thursday, June 20 to:

Justeen Singley, Recreation Coordinator
611 Village Drive
Suisun City, CA 94585

PLEASE MAKE ALL CHECKS PAYABLE TO "SUISUN RECREATION, PARKS, AND MARINA"

Signature _____
Date

For Office Use Only						
Date Rec'd _____	Payment Rec'd _____	Payment Type _____	Check # _____	RecDesk# _____	Amt Paid _____	