



# KAUKAUNA FARMERS MARKET

## FOOD TRUCK APPLICATION

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

Business/Truck Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

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

2025 Season: Please **X** any Wednesday(s) that you'd like to participate.

June (4:30 PM – 8 PM)	4	11	18	25	
July (4:30 PM – 8 PM)	2	9	16	23	30
August (4:30 PM – 8 PM)	6	13	20	27	
September (4:30 PM – 7 PM)	3	10	17	24	

Would you have any interest in being located near our Live! From Hydro concert series at Hydro Park on selected Wednesday nights? Yes: \_\_\_\_\_ No: \_\_\_\_\_

I certify that I have and can provide all the proper insurance, sellers and food/health permitting and follow all necessary fire and food precautions. And I certify we will follow all event rules and regulations.

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

Please contact Community Enrichment Coordinator, Olivia Lamers, at [cecoordinator@kaukauna.gov](mailto:cecoordinator@kaukauna.gov) or 920.766.6304 with any questions or concerns.

# Rules and Regulations

- Food trucks will be required to remit 10% of their EVENT earnings to us per week.
- EVENT reserves the right not to accept vendor menu that directly competes with another vendor.
- All operations must stay within the truck or 10x10 tent/booth space.
- Beverage Rules: All food trucks and vendors may sell any non-alcoholic beverages. All drinks and pricing must be included on the menu submitted with application.
- Provide a certificate of liability insurance for \$1,000,000 naming EVENT as an additional insured
- **Electrical may not be an option so operations may be required to operate using their own generators.**
- All vendors with propane tanks are required to bring all necessary equipment to properly secure them.
- Applicants shall sell and serve food at their own risk
- Applicants must obey all pertinent safety codes and laws including, but not limited to fire, safety, and parking regulations.
- EVENT reserves the right to shut down any vendor not meeting cleanliness and food storage safety codes and laws.
- Canopy tents must be fire retardant; open flames must be located a minimum of 10' away from all canopy materials
- All canopies, tents and other temporary structures must be weighted down before you are permitted to open, with the equivalent of 40lbs per pole minimum. Booths may not open until properly weighted. EVENT may shut you down for not having proper weights.

## Space

- Food vendors and food trucks will abide by EVENT staff requirements regarding location EVENT reserves the right to change a vendor location at any time.
- Food Trucks and food vendors will provide all required equipment for operations and sales
- Food trucks and food vendors A frame signs cannot extend further than 3' from façade of booth. Food trucks and vendors are liable for any injury or damage caused by signs.
- Any food vendors that fry must be in a food truck only. Food vendors with a pop-up tent are NOT permitted to fry.

## Waste

- No grease or gray waste disposal is available
- No water is provided by EVENT
- All vendors are responsible for removing debris and ensuring the general cleanliness of the area.
- EVENT is weather dependent and there is a possibility of a cancelation or a reschedule.
- Food trucks and food vendors are independent contractors: Food trucks and food vendors execute this Agreement as independent contractors and shall at all times have complete supervision, direction and control over the services to fulfill requirements. Vendors execute this agreement as independent contractors, not as an employee of EVENT. Vendors will assume responsibility for appropriate payment of payroll taxes and charges under applicable federal and local law. Vendors agree to take complete responsibility for paying the appropriate federal and state taxes as independent contractors.

