



Celebrate **MERIDIAN** FESTIVAL

Food Vendor Application Procedure

Thank you for your interest in participating in the Celebrate Meridian Festival on **Saturday, June 24, 2023**. The Celebrate Meridian Festival will be located at Marketplace on the Green, 1995 Central Park Drive, Okemos (behind Meridian Mall). Vendors may set up starting at 12:00 pm in order to be ready to sell from 3:00 pm - 10:30 pm. Applications must be complete and include all supporting documentation. Payment of \$75 will be requested once the application is approved.

Necessary Supporting Documentation:

- Copy of Ingham County Health Department vending license
- Copy of most recent health inspection report
- Copy of certificate of insurance
- Photo of truck/booth
- Menu with pricing
- Truck/Booth diagram

APPLICATION PROCESS & FEE: There is a \$75 fee to participate in the 2023 Celebrate Meridian Festival. An application does not guarantee a space in the Festival. No payment will be processed until vendor is accepted. Completed applications should be mailed or emailed to the following address:

Meridian Township Parks & Recreation Department

ATTN: Nick Wing/Celebrate Food Vendor

2100 Gaylord C. Smith Court

Haslett, MI 48840

Or parks@meridian.mi.us

PERMITS/LICENSES: It is the vendor's responsibility to acquire all needed county and state permits/licenses as well as abide by Meridian Townships Food Truck Fire Safety inspection requirements. Failure to comply with these regulations will result in dismissal from the event. An Ingham County Health Inspector will be on-site conducting inspections prior to vendors being able to sell.

INSURANCE: Vendor shall defend, indemnify and hold the Township, its officials, employees and volunteers harmless from any and all claims, injured, damages, losses or suits, including attorney fees, arising out of or resulting from acts, errors or omissions of Vendor related to its sale of food and drinks at the event or in performance of this agreement.

For questions about the application, contact the Parks and Recreation Department at 517.853.4600 or email: Parks@meridian.mi.us



Contact Information

Truck Name _____ Contact Person _____

Address _____
_____ State _____ Zip _____

Phone Number _____ Cell Phone _____

Email _____ Business License # _____
City _____

Product Descriptions with prices (sale of alcoholic beverages is prohibited)

Truck Dimensions

Height: _____ Width _____ Length _____

Food Truck Truck with Trailer Cart Tent

Have you participated in the Celebrate Meridian Food Truck event before? Yes No

Have your participated in other festivals/events before? Yes No

Please list at least 3 references:

Contact Person	Location	Name of Event	Phone Number
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Vendor Fee: PLEASE DO NOT MAKE PAYMENT UNTIL APPLICATION IS ACCEPTED

Payment must be submitted by check to:

**Meridian Township Parks & Recreation Department
ATTN: Nick Wing/Celebrate Food Vendor
2100 Gaylord C. Smith Court
Haslett, MI 48840**

Meridian Township Parks and Recreation -- 517.853.4600

Providing a safe and welcoming, sustainable, prime community.



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meridian.mi.us