



ANNUAL FALL FESTIVAL VETERANS DAY CAR SHOW

2024 FOOD TRUCK INFORMATION

SET-UP INFORMATION: Please check in before setting up. Set up **SATURDAY, NOVEMBER 9, 2024, from 9:30 a.m. – 11:30 a.m.** Please arrive anytime during this window to set up for the event. Food trucks may **NOT** setup prior to this time. Event hours are 12:00 p.m. – 4:00 p.m. **ALL FOOD TRUCKS MUST USE THE LORI RD | FRITH LN ENTRANCE.**

SET-UP INSTRUCTIONS: Only public event parking is available with an overflow site. All food trucks are expected and **agree to remain all day.** All food trucks are responsible for the security of their own property. **Food trucks must be maintained at all times.** Food trucks must provide their own tents, tables, and chairs if needed. Any tents, banners, or advertisements containing profanity, nudity, or anything that is in violation of Chesterfield County code are prohibited. All food trucks are responsible for the collection of all sales tax and meeting local license and permit requirements for resale, if applicable. Any music or sound equipment should be heard at your location only. **Use of a generator must be selected on the application.** All generators must be quiet, no exceptions. **Electricity is not available.**

BREAK-DOWN INSTRUCTIONS: Removal of your food truck will start **AFTER 4:00 p.m.** or when officials deem it safe for vehicles to enter and exit the area. Any food truck leaving prior to the 4:00 p.m. end time will **not** be considered for future events. Vehicles are **not** to be brought into the event area during the event time. Food trucks are responsible to completely clean up their area, including removal of all trash (use of the garbage bins supplied for the event patrons is prohibited).

FOOD | DRINKS | ALCOHOL: No alcoholic beverages can be brought to the festival area by anyone. **Alcohol is strictly prohibited.** All food and non-alcoholic drink items will be sold by **food trucks only.** All cooking equipment must meet state and county safety codes. Proper food preparation, temperature control, and cleanliness are the responsibility of the food vendor and its staff. Food for personal consumption of vendors and their staff is permissible.

HEALTH PERMIT: Food Vendors **must have** all necessary Chesterfield County Health Department Food Permits. Permit application and fees should be processed **directly** to the Health Department **NO LATER THAN OCTOBER 25, 2024.** For more information visit <http://vdh.virginia.gov>.

ADDITIONAL INFORMATION: Additional information, packets, and payments can be found online at <http://chestervarotary.org>. For additional questions, request, or information please email us at chestervarotary@gmail.com or call (804) 715-1829. **No rain date** if event is cancelled, half of your registration fee will be refunded.

This is an all-volunteer organization, and responses may not be immediately, please be patient.



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2024 FOOD TRUCK APPLICATION

DEADLINES: All applications must be **RECEIVED BY OCTOBER 25, 2024**. Any applications received after the deadline will be considered on a case-by-case basis and if approved, assessed a 10% late fee. Online payments, checks, or money orders **PAYABLE TO: Chester Rotary** are accepted. Any returned checks will be assessed a \$35 return fee.

EVENT DATE: **SATURDAY, NOVEMBER 9, 2024, from 12:00 p.m. – 4:00 p.m.**

EVENT LOCATION: **Chesterfield County Central Library, 7051 Lucy Corr Blvd., Chesterfield, VA 23832**

FOOD TRUCK ENTERANCE: **MUST USE THE LORI RD | FRITH LN ENTRANCE.**

PLEASE PRINT OR TYPE OUT INFORMATION:

Business Name: _____

Contact Name: _____

Contact Number: _____ **Contact Email (required):** _____

Website (Facebook/Store): _____

List All Food Items You Will Sell: _____

*You will only be allowed to sell what is listed. There will be **no** alike multiple item food trucks, as determined by the festival staff. This is **first come first serve**.*

Additional Information:

- **Will you be using a generator?** Yes No
- **Type of food truck?** Truck Trailer Tent

\$125 Single Item Food Truck (Total food trucks limited to 2)

\$300 Multiple Item Food Truck (Total food trucks limited to 2)

In consideration to signing this form, I (the undersign, their staff, and their affiliates), do hereby release any and all rights and claims against The Rotary Club of Chester, The Annual Fall Festival Veterans Day Car Show, its Coordinators, and assigns for any and all injuries and incidents suffered or by loss at the festival. I further authorize The Rotary Club of Chester to utilize my business name, logo, and website on all promotional materials (verbally, printed, and digitally).

Signature: _____ **Date:** _____

By signing the above, I am stating that I have read and understand the application and information sheet enclosed.