



Trail of Fun

Food Vendor Application Form

Location

Athletic Park 725 West 1st St, Chaska, MN 55318

The City of Chaska's annual Halloween event which includes music, hayrides, food, and family activities.

Dates & Schedule of Events

Saturday, October 15th, 2022, from 5-8 pm

Important Application Dates

September 23rd - Application due to Alyssa Trumbower, Recreation Supervisor of Community Events

- \$100 Vendor Fee for Saturday, October 15th

Vendor Fees are due at application time. Fees can be made by a credit card over the phone (Chaska Parks and Rec 952-227-7742) or check payable to The City of Chaska.

Schedule/Times

Check-In & Set-up

All food trucks will be ready to serve by 5:00 PM on Saturday, October 15th.

Food Vendors open to public

Saturday October 15th 5-8 PM

*Note: You must occupy your space and be open during these hours.

Food Vendor Tear Down

No tear down until after the public clears out. Please watch carefully driving on the sidewalk. Plan exit strategy with Event Supervisor, Alyssa Trumbower.

Electricity needs

Food trucks should be self-sufficient and bring generator(s). There might be power plug-ins available.

Notes and Reminders

- Vendors must supply their own tent and/or awning with **weights**, table(s), chair(s), banner(s), and other supplies. Spaces will be marked and a map showing booth location will be provided prior to the event.
- All tents must provide and use weights. Be certain that the weights are sufficient to sustain strong winds that sometimes occur during outdoor events. Vendors are responsible for properly securing their tents. The City of Chaska does not allow stakes.
- All vendors are required to clean their area at the end of the event. If you have large amounts of garbage, please take it to Veteran's Park dumpsters.

Menu

Please list all items and prices to be sold or include a sample menu. Please be able to accept cash and credit cards.

Health Permit

All food vendors must be licensed to sell food products and provide a copy of the following licenses with their application:

- State of Minnesota Mobile Food license

Layout/footprint (trailer/trucks only)

Provide layout of trailer/truck. Indicate travel direction and the side that is used for serving. Submit a drawing, picture or a web link showing the trailer/truck. Please email size of food truck and space needed. Event Supervisor will work on logistics and map out where all vendors will be positioned prior to the event. Event Supervisor will help direct where exactly each food truck should park on event day(s).

Application Form

Business Name: _____

Contact Name: _____

Business Address:

City, State, Zip:

Daytime Phone: _____

Mobile Phone (if different): _____

Email Address: _____

Emergency Contact Phone (must be different): _____

Insurance provider and policy # (**include copy**): _____

MN Tax ID (**include copy**): _____

Total Fees:
\$ _____

PARTICIPATION AGREEMENT

I (we) agree with the above agreement to be a food vendor at the Halloween Trail of Fun. I understand that other food vendors may offer products like those available in my area. The City of Chaska nor its representatives shall be held responsible for any damage or loss incurred from any cause, including inclement weather. I understand that if I or any representative of my group do not meet and abide by the regulations, I will be asked to stop operations and will not be eligible for a refund. No refunds will be made after I have accepted participation, unless the event is cancelled due to severe weather, then at the discretion of the Event Supervisor and Recreation Manager.

Signature: _____

Date: _____

Submit the application form with required attachments/copies via mail or email. Electronically via email is preferred.

Email: atrumbower@chaskamn.com

Mail: Chaska Parks and Recreation

ATTN: Alyssa Trumbower

1661 Park Ridge Drive, Chaska, MN 55318