



# Food Vendor Application

## 4<sup>th</sup> of July Fireworks Spectacular

### July 4, 2017



Please submit this **fully completed** application by **Monday, May 1, 2017** along with the payment made payable to City of Los Alamitos. Booths will be selected on a first come first serve basis with a maximum of 16 vendors. **No refunds for inclement weather.**

**Company/Organization Name:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

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

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Daytime Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

I, the undersigned, represent the listed organization and do hereby agree to contribute the agreed upon dollar amount and to participate in the aforementioned activity and further agree to indemnify, defend, and hold harmless the City of Los Alamitos, City of Cypress, City of Seal Beach, Community of Rossmoor, and Military Department of the State of California and the event sponsors or any other individuals or organizations associated with the above, and any of their officers, agents, or employees from any liability, claim, or action for damages resulting from or in any way arising out of, or in any way connected with participation in this activity. I further agree to abide by and enforce the rules and regulations of the City of Los Alamitos, City of Cypress, City of Seal Beach, Community of Rossmoor, and Military Department of the State of California. My booth may be shut down by event officials at anytime if they deem my product or marketing supplies to be unsuitable for the event participants or if they will cause damage or problems to the Joint Forces Training Base. I hereby certify that, on behalf of our organization, we shall be personally responsible for any damage or unnecessary abuse of booth, grounds, or equipment by our organization.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Food Vendor Information

Dimensions of space needed (booth or vehicle included): \_\_\_\_\_ feet wide (Serving side) x \_\_\_\_\_ feet deep

- \$550:** includes 10' wide x 15' deep space. No canopy or equipment included.
- \$50:** for EACH ADDITIONAL 5' wide x 15' deep spaces.

**Total Cost: \$550 + ( \_\_\_\_\_ extra spaces x \$50 each) = \$ \_\_\_\_\_**

Please provide the menu and food pricing for each item: \_\_\_\_\_

\*All items intended for sale and listed on this application will be subject to approval by the 4<sup>th</sup> of July Fireworks Committee and any additional items not listed will not be allowed.

Please list what additional equipment you will be bringing or renting for the event (i.e. tables, chairs, canopies, lights, etc.)

**Preparation, Cooking, and Power Sources**  
You are required to provide your own generator(s), preparation, cleaning, and cooking supplies. We will NOT provide any electricity, heat, refrigeration, cooking materials, etc. Be sure to refer to Orange County Health Department Rules for the proper temperatures required for hot and cold foods and power cleaning needs. No sinks will be provided, only a water hose if water is needed. Please list what sources you will be bringing for your booth: \_\_\_\_\_

## Payment Information

Pay by check, money order, cash, MasterCard or Visa ONLY, payable to the City of Los Alamitos.

**Print Name:** \_\_\_\_\_

**Method of Payment (check one):**  Cash  Money Order # \_\_\_\_\_  Check # \_\_\_\_\_  MasterCard  Visa

**Card Number:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ **Exp. Date:** \_\_\_\_ / \_\_\_\_ **CVV2 Code:** \_\_\_\_\_

**Signature for Credit Card:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please read, complete, sign, and send the form with payment to: City of Los Alamitos 4<sup>th</sup> of July Food Vendor, 10911 Oak Street, Los Alamitos, CA 90720 Phone: (562) 430-1073 ext 511 Fax: (562) 594-9657 Email: [mshimada@cityoflosalamitos.org](mailto:mshimada@cityoflosalamitos.org).

# Food Vendor Policies

## 4<sup>th</sup> of July Fireworks Spectacular

July 4, 2017

1. Registration for a food booth will be conducted through mail-in and faxed registration only. **Applications and insurance documents must be received by Friday, May 1, 2017.** Applications are processed in order of being received. Mail all applications to: City of Los Alamitos, Attn: Megan Shimada, 10911 Oak Street, Los Alamitos, CA 90720.
2. **Only 16 food vendors will be accepted**
3. Food Vendors will be allowed 2 parking passes for the **Vendor Lot** – no vehicles will be allowed to park adjacent to vendor booths.
4. Booths spaces are 10' x 15' and are meant for serving. Each additional 5' of space will require a \$50 fee paid in advance. Serving booths must have four walls, a roof and serving windows.
5. Food vendors will be expected to fulfill their commitment on Tuesday, **July 4 from 3:30 p.m. - 9:30 p.m.** No refunds will be granted if you do not show up.
6. Setup time begins at 12:00 noon and vendors **MUST BE READY TO SERVE by 3:30 p.m.** or earlier. Cleanup is from 9:30-11:00 p.m. Adherence to this requested time frame will be considered when awarding booths for the 2018 4<sup>th</sup> of July Fireworks Spectacular.
7. The 4<sup>th</sup> of July Fireworks Committee reserves the right to approve those groups and items that are best suited for the event. Also, location of booth space will be made at the discretion of the Committee. Because of aisle clearance requirements between booths and emergency vehicle lanes, vendors will not be allowed to extend their booth beyond the allotted space.
8. **ALL vendors must provide a certificate of Liability Insurance and Additional Insured SPECIFIC Endorsement naming the certificate holders must be submitted by May 1st, for the following certificate holders: City of Los Alamitos (10911 Oak St., Los Alamitos, CA 90720), City of Cypress (5275 Orange Ave., Cypress, CA 90630), Military Department of the State of California (4522 Saratoga Ave., Bldg. 15, Los Alamitos, CA 90720), City of Seal Beach (211 8<sup>th</sup> St. Seal Beach, CA 90740), and the Community of Rossmoor (3232 Hedwig Rd. Rossmoor, CA 90720).**
9. Confirmations will be sent out the week of June 12, 2017 via email. Included will be another copy of the rules and regulations, set-up times and booth locations.
10. The vendor shall accept full responsibility for any breakage or damage to City or Military properties or equipment.
11. The vendor shall accept full responsibility for the conduct of those in the booth space(s). Vendor must leave the booth and immediate area in a clean and orderly condition. Each booth must be supervised by at least two adults at all times.
12. No alcohol, dogs, firearms, fireworks, motor homes are permitted at the event or on the Joint Forces Training Base.
13. Storage space will not be available prior to or after the event. Vendors are encouraged to bring all supplies necessary for the event, as it will be near impossible to get off and on to the Joint Forces Training Base once the event begins.
14. This vendor booth may be revoked for failure to observe the regulations, improper conduct, or when cancellation is necessary for other reasons deemed by the City of Los Alamitos, Cypress, Seal Beach, Community of Rossmoor, and Military Department of the State of California, or Orange County Health Department and no refunds will be provided.
15. There will be no refunds for the food booths for any reason other than the event is cancelled or other circumstances deemed worthy of a refund by the cities of Los Alamitos and Cypress.
16. All rules and regulations of the cities of Los Alamitos, Cypress, Seal Beach, Community of Rossmoor, and Military Department of the State of California, and Orange County Health Department must be followed. In addition, all food groups must conform to Health Department regulations concerning the storage, preparation and serving of food items. **Please visit the Orange County Health Department website for specific requirements: [www.ocfoodinfo.com](http://www.ocfoodinfo.com).** NO HEALTH DEPARTMENT PERMIT IS NEEDED. Below are a few of the regulations:
  - a. Hot foods must be kept at 135 degrees F. or above.
  - b. Cold foods must be kept below 41 degrees F. - refrigerated temperature.
  - c. All food groups must provide their own thermometer to monitor the temperature in their ice chests.
  - d. Single use utensils must be provided for customer use.
  - e. Multi-use utensils may be used for cooking and food preparation. They must be washed in hot water periodically throughout the day.
  - f. Condiments must be kept in dispenser containers or use plastic dispensable serving pieces. Specifically, mayonnaise and dressings must be kept cold or provide single use servings.
  - g. Operators or food booth personnel are required to wash their hands with soap and water at the hand-washing stations located on site. Food employees shall keep their hands and exposed portions of their arms clean.
  - h. No employee shall commit any act that may cause the contamination or adulteration of food, food-contact surfaces, or utensils.
  - i. All food must be prepared on-site or come from a licensed facility.
  - j. All food preparers must wear some type of hair covering (hat, hair net, etc.).
  - k. Any food preparation area must comply with Fire Department extinguisher regulations. Minimum size acceptable is 2A:10BC.