

Main Street Delaware, Inc.
First Friday Food Truck Policy

IMPORTANT INFORMATION PLEASE READ IN FULL. THIS IS CONSIDERED A LEGAL AND BINDING CONTRACT TO ALL WHO SUBMIT IT.

Thank you for your interest in being a food vendor at our First Friday events, a collaboration of local businesses, community partners, and entertainment.

Please read the following details carefully as these procedures are new.
Submission of an application does NOT guarantee a spot on your desired First Friday date.
Payment is REQUIRED in order to be considered.

Application Fee:

\$20 one-time, non-refundable charge

Once accepted, you'll receive a link to complete the Food Truck Vendor Payment:

\$80 per month

NO REFUNDS will be offered for application fees under any circumstance.

First Friday is a rain or shine event. If we are under a severe weather warning, we typically wait out the warning and allow set up following the weather system. If severe weather does result in First Friday being canceled or postponed, the vendor fee will not be refunded, but can be transferred to another month or, if available, to the event postponement date.

- WE DO NOT PROVIDE ELECTRIC
- WE DO NOT PROVIDE GRAY WATER WASTE REMOVAL
- EACH VENDOR IS REQUIRED TO OBTAIN THE NECESSARY MOBILE FOOD LICENSE THROUGH YOUR LOCAL HEALTH DEPARTMENT. INSPECTIONS MAY OCCUR AT ANY TIME.

WE REQUIRE YOU TO:

- BE IN FULL COMPLIANCE WITH THE OHIO FIRE CODE. [CLICK HERE to review the Ohio Fire Code](#)
- KEEP ALL AREAS AROUND AND UNDER YOUR TRUCK CLEAN AND FREE OF SPILLS OR GREASE STAINS. FINES WILL BE ASSESSED FOR ANY WASTE OR DAMAGE LEFT BEHIND.
- REMAIN OPEN AND SERVING FOOD THE ENTIRE OPEN TIME OF THE EVENT! (6 to 9 p.m.)

PERMITS: please see the mobile food vendor section via the Department of Public Safety website. If you're from outside Delaware, you do not need a Delaware permit, but you will need your local area's health and fire permits to provide to our inspectors.

Delaware Public Health District permits:

<https://www.delawarehealth.org/wp-content/uploads/2022/01/Mobile-Requirements-updated-2022.pdf>

EVENT SET-UP INSTRUCTIONS: Final instructions will be emailed out by the Wednesday before each respective First Friday. Standard load-in time will be Friday at 5 p.m. No new vehicles will be permitted into the event area after 5:45 p.m. If you can't make the load-in window, you will not be allowed into the event. Load out will be immediately following the close of First Friday at 9 p.m. that night.

- LIABILITY INSURANCE: Each vendor is required -- at its sole cost and expense -- to carry and maintain for the mutual benefit of itself, Main Street Delaware Inc., its Board of Directors, and its officers, agents, and employees, a policy of general liability insurance against claims for personal injuries, wrongful death, or property damage occurring on or about the Premises with minimum amount of coverage of One Million Dollars (\$1,000,000), per occurrence, on account of bodily injury and/or death of one person and/or on account of damage to property. Vendor agrees to deposit said policy or policies (or certificates thereof) with Main Street Delaware Inc. by the day of the event with said policy or policies naming as insured Main Street Delaware.

Company Name and Address to be added as Additional Insured. Please submit the Certificate of Insurance (COI), NO LATER THAN THE DAY OF THE EVENT.

Main Street Delaware Inc.

20 E. William Street

Delaware, OH 43015

Main Street Delaware is an equal opportunity institution. Main Street Delaware does not discriminate vendors on account of actual or perceived race, color, creed, religion, national origin, ancestry, citizenship status, age, sex or gender (including pregnancy, childbirth, lactation and related medical conditions), gender identity or expression (including transgender status), sexual orientation, marital status, military status or veteran status, unfavorable discharge from military service, physical or mental disability, protected medical condition as defined by applicable state or local law, genetic information or any other characteristic protected by applicable federal, state or local laws and ordinances.