

## Letter of Agreement

### For the Sumter Green "Food Truck & Craft Beer Untapped February 29, 2020

#### Scope:

In this Letter of Agreement, "**FOOD TRUCK**" refers to any organization selling food or beverages at the **Sumter Green "Food Truck & Craft Beer Untapped"** refer to Event. We refer to your truck as **FOOD TRUCK** in this LOA. This letter of Agreement between Sumter Green and your **FOOD TRUCK** is binding as refers to service provided by you on Saturday, **February 29, 2020**, at Sumter Fair Grounds/Civic Center 700 W Liberty St Sumter, South Carolina for the "**Food Truck & Craft Beer Untapped**". **We will be limiting vendors.**

#### Overview:

**FOOD TRUCK** agrees to arrive at the event in time for inspections and then to serve from 11:00 to 6 p.m. on February 29<sup>th</sup>. All inspections will begin at 9:30 a.m. **FOOD TRUCK** is expected to bring enough food to be able to serve for the entire seven hour event. **FOOD TRUCK** will be allowed to serve non-alcoholic beverages (no glass). **FOOD TRUCK** waste will have to be totally self-contained. **We will provide power and water to a limited number of FOOD TRUCK. You will have to provide the correct connection to power source.** Please bring a **generator** that will cover your needs in case power is not available. You are responsible for all licenses and \$1,000,000 of liability insurance with Sumter Green, Inc. P O Box 1449 Sumter, SC 29151 listed as additional insured. **We will have an ATM onsite.** *Please let us know if you take cards yes\_no\_check one.*

#### Day of Event:

**FOOD TRUCK** will arrive at Sumter Fair Grounds/ 700 W Liberty St Sumter, SC 9:30 a.m. on February 29, 2020, with its truck in working order and prepared to vend for the duration of the day. Based on Facebook responses, advanced tickets sales and media feedback, Sumter Green will have pre-estimated attendance numbers to aid the trucks in bringing enough food for the event. We will provide estimates the Monday before the "**Food Truck & Craft Beer Untapped**" to all participating trucks. All tent vendors must have 10lbs of weight per pole on tent.

#### Fees:

**FOOD TRUCK** agrees to pay **\$200** (non-refundable) participation fee to Sumter Green by check or money order no later than February 5, 2020. If the payment is not received by January 30<sup>th</sup>, Sumter Green cannot guarantee **FOOD TRUCK** a space at the "**FOOD TRUCK & CRAFT BEER UNTAPPED**" **on February 29<sup>th</sup>.** Space will be 10ft X 20ft. More information will be provided in your acceptance (confirmation) letter. All tents must be secured by 10lbs on each leg of the tent. Sumter Green reserves the right to refuse any entry.

MAIL VENDOR FEES: TO SUMTER GREEN, P O BOX 1449, SUMTER, SC 29151 Attn: Lynn Kennedy

COMPANY NAME:

FOOD TRUCK NAME: **Print Please**

Sumter Green "Food Truck & Craft Beer Untapped" \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Email [lkennedy@sumter-sc.com](mailto:lkennedy@sumter-sc.com)

Print Email: \_\_\_\_\_

Cell 803-774-1659/468-5105

Cell \_\_\_\_\_

**Attach menu & photo of your Truck. Remember we do not guarantee electricity.**

**NO APPLICATION WILL BE CONSIDERED WITHOUT THE FOLLOWING: CHECK (payment), PHOTO, AND ELECTRICITY REQUIREMENTS, SIZE OF FOOD TRUCK AND MENU, NEED DATE OF BIRTH, RACE AND SEX ON EVERYONE WORKING WITH YOU AT THIS EVENT. MAIL INFORMATION**

**VENDOR ELECTRICAL REQUIREMENTS**

**IN AN EFFORT** to provide electrical services needed, vendors will be required to submit the following information with their vendor application:

**The name of all devices requiring electricity, along with voltage and amperage ratings.** This includes, but is not limited to the following: freezers, toaster ovens, coffee pots, fans, lights, deep fryers, steamer ovens, microwaves, electric grills, sound equipment, bun warmers, hot dog machines, crock pots, warming lamps, etc. Therefore, if a device requires electricity, please list all of the required information.

If you have a generator please bring it with you. We do not guarantee power at all times.

The NEC Code requires that every piece of electrical equipment made shall have a name plate on it with these requirements. So please comply. **Failure to comply will mean no power will be furnished.**

**IF YOU ARE PROVIDING YOUR OWN POWER PLEASE MAKE THAT NOTATION BELOW.**

VENDOR NAME \_\_\_\_\_

SIZE AND NAME OF FOOD TRUCK \_\_\_\_\_ **List of workers with DOB, M/F, Race PLEASE PRINT**

POWER NEEDED: 110v (20 amps) \_\_\_\_\_ (20-30amps) \_\_\_\_\_ or 220v \_\_\_\_\_

Electrical Device	Voltage	Amperage
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1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

**THIS FORM MUST BE COMPLETED IN ORDER FOR APPLICATION TO BE CONSIDERED AND MAILED. WE WILL NOT ACCEPT ANY PARTIAL APPLICATION. YOU MUST INCLUDE LOA, INSURANCE, PHOTOS AND PAYMENT AND ALL INFO ON THOSE THAT WILL BE WORKING YOU TRUCK (FULL NAME, DOB, RACE, SEX)**

1. Remember, if an item is not listed, then no power will be provided for it. Our power source has its limitations and will be distributed to everyone within reason, according to the listed item(s) only and the power available.
2. Vendors shall provide their own extension cords as needed and sized to accommodate our receptacles. Please bring your generator for backup power.
3. The City will not connect power to any homemade electrical devices.
4. **All electrical panels shall be locked and no vendor shall be allowed to enter one for any reason!**
5. There shall be no direct connection to any breaker in any electrical panel, without approval from the City's Master Electrician. Anyone doing so shall bear the liability for any and all unfavorable results that should occur from these actions.
6. Attached are diagrams of female receptacles that we provide and if your plug will not fit properly, then you must obtain an adaptor.
7. Please remember to forward this form back with your application.
8. If you require an excessive amount of power, you will **NEED TO FURNISH YOUR OWN GENERATOR!** Please note this in your comments.
9. Applicants hereby indemnify Sumter Green, Inc., the City and County of Sumter, Committee and their members, subsidiaries and affiliates in the event of loss or damage to goods and/or personal property.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

