

Food Concession Application

MILFORD MEMORIES SUMMER FESTIVAL

August 9-11, 2024 | Deadline: May 1, 2024

Art Show Hours: Fri., 10 a.m.-8 p.m.; Sat. 10 a.m.-7 p.m.; Sun., 10 a.m.-5 p.m.

Please send to; Huron Valley Chamber, attn Jen Hill, 317 Union, Milford, MI 48381



Food Vendor Information

Business Name

E-Mail

Full Name

Cell Phone

Address

City

State

Zip

Concession Information:

Type of vehicle

- food truck
 trailer
 tent

Exact Size of concession vehicle

 X

10 x 10 = \$1550

10 X 15 = \$1800

10 x 20 = \$2150

10 x 30 = \$2950

*every additional foot, add \$100

additional feet

X

\$100 =

Electric Information- electricity must be paid for prior to the show . Cost is per connection.

20 AMP = \$125

30 AMP = \$150

50 AMP = \$200

Water Information

Continual by hose = \$75

Self-supplied

Access to water

Beer Tent hours are Friday & Saturday night from 6 p.m. - midnight. (& open during the day)

Check Total

Concession Unit \$ _____
 Additional Feet \$ _____
 Electric \$ _____
 Water \$ _____
Total \$ _____

Checklist of Items to be included

Photo of food vehicle Signed copy of Rules & Regulations
 Photo of food served Proof of Insurance
 Full menu & prices Check incl. vehicle, electric & water
 Completed | signed application

I agree this information is true to my knowledge and hereby agree to abide by all the rules and regulations set forth by Milford Memories Summer Festival.

Signature

Date



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Dear Vendor,

Following the 2023 Milford Memories festival, the Downtown Development Authority and the Village of Milford initiated a significant renovation of Central Park, the primary location for our festival's food vendors. This renovation will notably alter the layout of the park, impacting all vendors previously located there. We have assurances that the renovations will be complete before the festival begins.

In planning the new park layout, we have had to face many challenges. Some key changes and their implications for vendors:

The park's entrance road, traditionally used by food vendors, will be modified to be longer and narrower, with added curbs.

- Vendors can no longer be positioned on both sides of the road to maintain a clear fire lane. This requirement is non-negotiable.
- The presence of curbs means precision in your setup is essential.

The use of grass areas is prohibited, as the grass will be newly planted and potentially fragile. This means:

- Vendors will no longer be permitted to place supply trailers on the grass. Any additional required space must be included in your application and will incur extra fees.
- Accurate details of your space requirements are crucial for a smooth setup process, so please specify these in your application.

Parking will be restricted, and we are still finalizing the parking plan. This will affect vendors in the following ways:

- A parking pass, provided upon acceptance, must be used.

Setup times will be different this year. Each vendor will be allocated a specific setup time, supervised by myself or a designated volunteer. These times must be adhered to.

We aim to accommodate as many vendors as in previous years.

We are diligently working to ensure a successful event despite these new challenges and constraints that were handed to us. We ask for your understanding and flexibility as we navigate these changes. Being adaptable, communicative, and understanding is vital, as there may be unforeseen issues. Despite these challenges, we are confident we can make this work.

Thank you,

Jennifer Hill, Communications | Event Manager
Huron Valley Chamber of Commerce | Milford Memories Summer Festival



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Milford Memories will be held August 9, 10 & 11, 2024 regardless of weather conditions. To participate, interested parties must submit a fully completed application, along with all required documents and food vendor fees, to Milford Memories Summer Festival by May 1, 2024.

Notification of application status will be sent by May 25, 2024. If the application is not accepted, a written notification will be provided, and the check will be returned.

Food vendors are required to have a valid Oakland County Health Department permit, and failure to provide this permit may result in termination without a refund. The health department will conduct on-site inspections, and inquiries can be directed to 248-424-7190.

Additionally, vendors must furnish a valid certificate of liability insurance with a minimum coverage of \$100,000, naming Milford Memories Summer Festival and The Huron Valley Chamber of Commerce as additional insured.

A detailed menu with pricing, a food picture (if available), and a picture of the concession unit must accompany the application. Items not specified in the menu will not be permitted for sale. Milford Memories Summer Festival does not guarantee exclusivity of menu items sold at the festival.

Milford Memories Summer Festival will assign vendor locations, and movement is not allowed once assigned. Set-up must occur within the allotted time, and vendors must park in designated areas.

Vendors are expected to be open for business from the start to closing time each day. Extended hours may be chosen to accommodate Beer Tent traffic on Friday and Saturday nights.

Vendors are required to supply power cords that are at least 150 feet long and ensure they are safely secured using electrical tape. For connection to the Milford Memories electrical panels, cords equipped with cam-loks are preferred. If there are any queries regarding the types of cord ends to be used, these should be addressed and receive approval from the Milford Memories electrician at least two weeks before the festival.

Sanitary marine hoses in good condition (minimum 150 feet) must be provided, and vendors are responsible for wastewater containment. Water accumulation outside the designated area is not allowed.

All heat elements must be located out of reach of public.

The Village of Milford Fire Department will conduct on-site inspections of each concession unit/booth/tent and its surroundings to ensure compliance with fire safety codes. It is mandatory for vendors to meet these safety requirements. The Milford Fire Department can be contacted at 248-684-2335.



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Vendors are responsible for maintaining cleanliness in their assigned locations and must refrain from any form of dumping, except in designated dumpsites provided by Milford Memories.

In case of injuries or accidents involving persons or property during the event, vendors must promptly notify Milford Memories staff.

Activities such as the consumption or promotion of alcoholic beverages, the use of foul language, posing threats to attendees' safety, or violating state rules may lead to immediate removal from the premises and denial of future participation.

Milford Memories Summer Festival, The Huron Valley Chamber of Commerce, sponsors, members, and participants assume no liability for loss or damage to vendor's property. While precautions will be taken, vendors waive any claims for loss or damage to their property.

Milford Memories Summer Festival reserves the right to cancel vendor rights if there is a breach of the agreement or failure to comply with rules and regulations, with no refund of the food vendor fee.

The agreement is not transferable or assignable to another party. Vendors must have an authorized representative present at their concession throughout the festival.

Vendors agree to comply with all laws, rules, regulations, and ordinances of governmental agencies and other authorities with jurisdiction at the event. They are responsible for paying all sales taxes or other required taxes.

By signing the contract, vendors agree to hold harmless and indemnify Milford Memories Summer Festival, Huron Valley Chamber of Commerce, and their officers, board of directors, and agents from any cause of action for damage to persons or property, assuming full responsibility. Vendors must be open for business during Art Show Hours.

I have reviewed the details regarding the renovations and layout modifications of Central Park and acknowledge that these may lead to adjustments in this contract.

Signature _____ Date _____

Please send to: Huron Valley Chamber, attn. Jen Hill, 317 Union, Milford, MI 48381