



The Shoreline Festival: May 22nd, 2021
Contra Costa Resource Conservation District
5552 Clayton Road
Concord, California 94521

FOOD VENDOR APPLICATION

Application is for (check one): Food Truck Food Booth

APPLICANT INFORMATION:

Business or Organization Name: _____
 Contact Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Email: _____ Phone: _____
 Website (if applicable): _____

Method of Removing Liquid Waste? _____ Please provide a price range for your products: _____

Name of commissary/production kitchen _____ Address of commissary/production kitchen _____

PAYMENT FOR BOOTH RESERVATION(S)

Booth fees (see next page)	\$ _____	
Refundable Cleaning Deposit/ Separate Check [†]	\$25 _____	
Ice (\$5/Bag)	\$ _____	Number of AMPs needed for your electrical equipment: _____
Electricity (\$25)	\$ _____	
Total Due	\$ _____	

Spaces sizes will vary but are approximately 10' x 10'.

Vendors are expected to maintain a clean area and to display wares in an attractive and safe manner. Spaces MUST be self-contained.

Make checks payable to: Contra Costa Resource Conservation District

Send payment to: Attn: Heidi Petty - Shoreline Festival
 5552 Clayton Road, Concord, CA 94521

We accept Visa and MasterCard

Name on Card: _____
 Credit Card Number: _____
 Expiration Date: _____ Zip Code: _____ CVV: _____

Signature _____

FOOD VENDOR CONTRACT & AGREEMENT

I have read this agreement for service. I understand it and agree to comply with it. I agree to take full responsibility for my use of space and will hold the Contra Costa Resource Conservation District (CCRCD) harmless from any damage, claim for damage for personal injury or death, damage to or loss of property incurred in the use of the facilities/space. I will indemnify, hold harmless and defend the CCRCD from any and all claims, demands, lawsuits, causes of action, damages, costs, expenses, actual attorney's fees, losses or liability, in law or equity, of every kind and nature whatsoever arising out of or in connection with our use of the facilities/space. I hereby consent to the unrestricted use of any and all photos that may be taken of my participation in this event. **This is a Rain or Shine event. NO DRIVE UPS ALLOWED.**

Vendor's Signature: _____ Date: _____

For more information, please contact Heidi Petty at shorelinefestival@ccrcd.org | 510-478-7402
 Visit us at www.ccrd.org | Facebook and Instagram @ContraCostaRCD

Please fill out and return all 3 pages of this application to CCRCD.
 . Keep a copy for your records



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FOOD VENDOR APPLICATION FEE SCHEDULE & RULES

Booth space assignments are made in the order applications are received and accepted.

It is recommended that you reserve your space early. Space is limited.

We welcome fundraising booths so we have provided a non-profit discount to local non-profits.

This is a juried festival, so please include photographs of inventory and/or booth space with application.

	For Profit Vendors	Non-Profit Vendors	Item Attached
Food Vendor: Completed Page 3 Food Permit*	\$500	\$425	<input type="checkbox"/>
Veteran Exempt Food Vendor**	\$250	\$220	<input type="checkbox"/>
CC County licensed Mobile Food Vehicles***	\$250	\$220	<input type="checkbox"/>

HEALTH PERMIT FEES ARE INCLUDED IN THE PRICES LISTED ABOVE

*All Food Vendors must comply with Contra Costa County Environmental Health Division Requirements. Vendors must COMPLETE and ATTACH PAGE 3 of the Temp Food Permit located at: http://cchealth.org/eh/retail-food/pdf/temp_food_event_permit_app.pdf

†ALL Vendors must include a \$25 refundable street cleaning deposit. Please send separate check.

**Veterans must provide a copy of their DD214, VA Card or military ID.

***CC County licensed Mobile Food Vehicles must provide a copy of a valid permit.

RULES & REGULATIONS

Booths are expected to be open and operating continuously from: 11:00 am to 6:00 pm.

Food Booth set-up time 7:00 am to 10:00 am.

Booth break-down time must be AFTER 6:00pm.

Set-up/break-down should in no way endanger or inconvenience the public or other vendors. Vendors must leave booth space clean and swept.

All trash must be removed and placed in garbage cans, NOT left next to the can.

Spaces will vary but will be approximately 10' x 10': Spaces MUST be self-contained.

Vendors are expected to maintain a clean area and to display wares in an attractive and safe manner. There are a few spaces with electricity available. These will go quickly and will be given out in the order applications are received.

You must supply your own extension cords in compliance with prevailing county safety standards.

All FOOD vendors are required to bring a standard food canopy with weights, tables & chairs.

I understand that improperly handled food served to the public can cause illness. I further understand that to prevent foodborne illness, and to encourage the sanitary handling of food, temporary food facilities should be operated and equipped to comply with applicable requirements of the California Health & Safety Code, Division 104, Part 7, California Retail Food Code.

THIS IS A LOW-TO-NO WASTE FESTIVAL! ALL ITEMS BEING PROVIDED TO THE PUBLIC MUST BE REUSABLE, RECYCLABLE OR COMPOSTABLE. NO PLASTIC OR STYROFOAM PACKAGING ALLOWED!

I have read and agree to comply with the above terms at the Shoreline Festival: _____
 Vendor's Signature

APPLICATION DEADLINES

All Food Vendor applications - Full payment must be received by March 30th, 2021.

No refunds given for cancellations after April 10th, 2021.

A \$50.00 fee will be charged for any cancellation after March 30th, 2021 at 5:00 pm.

Please fill out and return all 3 pages of this application to CCRCD.
 . Keep a copy for your records

To be Completed by EACH Food/Beverage Vendor/Operator and submitted to Event Coordinator

VENDOR/OPERATOR INFORMATION		
Name of Event:	Date(S):	Event Set Up Time(S):
Event Location:	On Site Contact Person:	
Name of Vendor Organization or Company:	Mobile Food Truck License #	On Site Phone #:
Mailing Address, City, Zip of Vendor/Operator:	E-mail address of Vendor/Operator:	
TYPE: For profit Non-profit Veteran Exempt CC County Food Truck- Permit Copy Out of County Vendor/ Food Truck-Permit Copy CFO-Permit Copy		

Type of all food/beverage to be sold or given away: *(Include beverages, ice, condiments, or attach a menu).*

Source(s) of all food/beverages purchased/prepared: *Name of Restaurant, Caterer, Cottage Food Operator, BevMo, Cosco, Safeway, etc.*

Type of holding/cooking equipment to be used: *(i.e: ice chest, barbeques, fryers, chafing dishes, steam table, etc.)*

_____	_____	_____
_____	_____	_____
_____	_____	_____

Checklist Completed by Food/Beverage Vendor/Operator

Pre Packaged Food/Beverages Only

All food/beverages will be prepackaged and no food preparation will be conducted in the booth.

Overhead protection and approved floor cover will be on site because I am selling prepackaged food/beverages only. Yes No

Non Pre Packaged Food/Beverages

- | | | |
|--|-----|--|
| 1. I understand I can not prepare food/beverages at home. | Yes | No |
| 2. I am preparing all food/beverages on-site | Yes | No |
| 3. I am preparing all food/beverages in an approved commissary/production kitchen. | Yes | No |
| 4. Name & address of commissary/production kitchen: _____ | Yes | No |
| 5. I am preparing approved foods in my CC County registered/permitted Cottage Food Operation <i>(attach permit copy)</i> . | Yes | <input type="checkbox"/> No <input type="checkbox"/> |
| 6. I will provide an accurate probe thermometer to measure the hot and cold holding of potentially hazardous food during all times of booth operation. | Yes | No |

I am providing the following minimum hand washing facilities:

- | | | |
|---|-----|----|
| 7. Water supply dispenser (5-10 gallons) with hands free spigot. | Yes | No |
| 8. Booths with open food/beverage preparation will be required to have water temperature of 100°F for hand washing. | Yes | No |
| 9. One separate tub (bucket or basin) for collection of rinse/waste water. | Yes | No |
| 10. Pump style soap container. | Yes | No |
| 11. Paper towels & trash receptacle. | Yes | No |

I am providing the following items within my booth for the sanitary cleaning of food preparation utensils:

- | | | |
|---|-----|----|
| 12. Three (3) compartment container (basin 6-8 inches minimum); (1) Detergent & Water, (2) Clean rise water (3) Appropriate sanitizing solution, 4) Test strips for checking sanitizer. <i>See page 4</i> | Yes | No |
|---|-----|----|

I am protecting the non pre packaged food/beverage preparation areas from insects, dust, and the public by the following method:

- | | | |
|---|-----|----|
| 13. A booth with walls and ceiling constructed either of wood, canvas or other approved materials with fine mesh fly screening, completely enclosing open food areas. | Yes | No |
| 14. A booth with cleanable flooring (concrete, asphalt, tight wood or other similar cleanable material are acceptable). | Yes | No |
| 15. Food/beverage supplies will be stored at least 6 inches off the ground. | Yes | No |

I have read the handout on [Requirements for Temporary Food Facilities](#) and will follow the guidelines provided in this handout.

Completed by (signature): _____	Date: _____
Please print name: _____	
Event Coordinator: _____	Date: _____