



# WISH UPON A FOOD TRUCK FESTIVAL

2020 EVENT  
REGISTRATION INFO

## EVENT DATE & TIME

Saturday, September 19, 2020

Set-up: 6:30-8:00 AM  
Event Start: 10am - 4pm

## EVENT LOCATION

Harrisburg's City Island  
245 Championship Way  
Harrisburg, PA 17101

## DEADLINE

All applications must be  
submitted by April 1, 2020.

## BENEFITS

Make-A-Wish Philadelphia, Delaware & Susquehanna Valley includes the counties of Dauphin, Lebanon, Lancaster, Cumberland, Perry, Bucks, Chester, Delaware, Montgomery, & Philadelphia along with all of Delaware. Fulfilling a child's wish provides a joyful and meaningful experience that benefits both the child and the family.

## CONTACT INFORMATION

Emily Reading  
Emily.makeawish@gmail.com  
www.wishuponafoodtruck.org

## HOW TO APPLY

Visit our website to apply!

[www.wishuponafoodtruck.org](http://www.wishuponafoodtruck.org)

What you'll need to apply: food service license, auto insurance information, certificate of insurance, license plate #, truck dimensions & set-up photo, logo, 8 menu items.

## IMPORTANT INFO

### Set-Up

Day of festival: 6:30-10:00am - Truck/Vendor Set-up  
**Food trucks must arrive on site by no later than 8am as there is also a race being run that day. All other vehicles MUST be moved to lower parking lot by 8am.**

### Utilities

Trucks must be self-sufficient. Electricity and water will not be supplied. An ample amount of trash receptacles will be present. Generators are permitted for this event. All trucks MUST have a fire extinguisher on site serviced in the past year.

### Sales

All items being sold or displayed MUST be contained in the booth space purchased. No items, solicitations, or set-up shall take place outside the purchased booth space. Prices of food items must be clearly displayed along with methods of payment accepted.

### Weather

The festival will NOT be rescheduled because of heavy rain/storms that would make it impossible to hold the event on September 19, 2020 (cancellation for severe weather is at organizers discretion). This is an outdoor event; be prepared for any type of weather. Tents, canopies, and pop-ups must be secured to withstand the weather. **Vendor's fee will not be returned if the event is cancelled due to weather or if you decide not to attend.**

### Requirements

The exhibitor is responsible to be open during the entire festival. **You cannot vacate early even if sold out.** Your booth must be neat, attractive, and well-maintained. Keep all packaging materials out of site. Signage with visible and clear pricing is required. **You are responsible for setting up, maintaining, and removing your own truck, your merchandise, and your trash.**

## GENERAL INFORMATION

### Procedures, Conditions, & Rate

This document contains pertinent rules and regulations that govern the operations of Wish Upon A Food Truck Festival.

We are extending invitations to vendors who submit fully executed applications with required enclosures and payment by **April 1, 2020**. Priorities for space will be reviewed based on date of receipt of fully executed application and type of product/item.

We are hoping to attract at least (35) food trucks and we only accept a maximum of (2) trucks selling similar items. We want to offer our event attendees a wide choice of food truck offerings but also ensure that you have a productive day of selling your products.

NOTE: Please plan to have sufficient supplies to be able to provide your food throughout the entire event. As estimated 12,000 people attended our 2019 event.

Our goal is to promote a safe, successful, and fun festival to benefit Make-A-Wish. The policies and regulations in the document are designed to regulate activities on the festival site. Regulations will be enforced.

## PROCEDURES & FEES

1. Complete application via Partnership Planners - follow directions on our website [www.wishuponafoodtruck.org](http://www.wishuponafoodtruck.org) --> Food Trucks & Vendors
2. Include a detailed list (part of online application) of all proposed products/items being sold identifying offerings. **(max 8 items not including beverages)**
3. **\$175.00 donation made online with application** which will serve as your vendor fee by **April 1, 2020**. **If vendor fee is not paid by April 1, 2020, it will increase to \$200.** If you are not accepted to be a part of the Wish Upon A Food Truck Festival, your payment will be returned to you by May 1, 2020. **Vendor fee for participating trucks is non-returnable.** \*\*If you need to write a check, please make it payable to **Wish Upon A Food Truck**. Mail to: 922 N 3rd Street, First Floor, Harrisburg, PA 17102.

## CONDITIONS

1. All locations will be assigned by Festival Organizers.
2. Exhibitor/Concessionaire parking is provided in designated areas only. With the exception of specified set-up/load-in and break-down/load-out times, vehicles will not be permitted at event site. Vehicles will be removed immediately when asked to be by Festival Event Staff.
3. **ALL Food Trucks and Vendors will be given a tip jar by Make-A-Wish to collect tips for the event. This is a requirement for the event. Thank you for helping make wishes come true!**
4. It is the sole responsibility of each exhibitor/concessionaire to obtain the applicable and appropriate state & local licenses and permits as well as payment of taxes pertaining to their operation.

By signing below, I agree to the terms outlined above.

Print Name \_\_\_\_\_ Signature \_\_\_\_\_  
Date \_\_\_\_\_