



WISH UPON A FOOD TRUCK FESTIVAL

2021 EVENT
REGISTRATION INFO

EVENT DATE & TIME

Saturday, September 18, 2021

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 May 1, 2021.

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

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 7:30am as there is also a race being run that day. All other vehicles MUST be moved to lower parking lot by 8am. Traffic on the Island will be closed at that time.

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 18, 2021 (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 **May 1, 2021**. 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 (30) 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. An 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 --> 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. **\$180.00 donation made online with application** which will serve as your vendor fee by **May 1, 2021**. **If vendor fee is not paid by June 1, 2021, 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 June 1, 2021. **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.
4. The City of Harrisburg requires a general license to have a food truck at the festival. Please complete this form (included in online application) and check off vendors/special events which is \$50.00. Also complete the Special Event Health License which is \$15.00. Check should be made payable to City Treasurer. Mail the completed application and payment to: Tax and Enforcement Office, 10 N Second St, Suite 305A, Harrisburg, PA 17101.

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 and any other tip jar is prohibited. 100% of the tips from this event are a donated to the local Make-A-Wish chapter . 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 _____