

Birds of Prey Day • Sunday, June 7, 2020
10:00am – 4:30pm

Food Truck Application

Thank you for your interest in the 28th Annual **Birds of Prey Day**, a family event to celebrate animals and the environment. Held on Green Chimneys' Brewster campus, the event will feature live bird of prey demonstrations, celebrities, pony rides, hayrides, and farm tours. Vendors will exhibit environmentally sound products with a focus on animals and the environment. Green Chimneys is a nonprofit organization that restores possibilities and creates futures for children with emotional, behavioral, social and learning challenges.

Food Truck/Vendor Name: _____

Contact Person: _____

Phone: (_____) _____

Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Let's get social – help us find you online!

Website: _____

Facebook company page link: _____

Twitter account name: _____

Connect with us too! www.facebook.com/greenchimneysorg and www.twitter.com/greenchimneys

Type of Set-up (circle one): **Truck** **Trailer** **Cart** **Tent** **Other** _____

Type of Food: _____ (circle one) **Hot** **Cold**

Truck dimensions: Height _____ Width _____ Length _____

Size space required: _____ (approximate sq. ft.)

Direction of food counter (circle one): **Left of truck** **Right of Truck** **Back** **Front**

Will the vehicle transporting the trailer need to **remain on site**, or will it **be removed to the parking lot**?

Food Truck Vendor Fee: \$175 (deadline to submit money and contract: Friday, May 15, 2020)

A check, payable to **Green Chimneys**, for \$ _____ is enclosed.

Please charge my credit card in the amount of \$ _____.

Circle one: **American Express** **MasterCard** **Visa**

Card Number: _____ Expiration Date: _____

Authorized Signature: _____ Today's Date: _____

Mail completed application to:

Donna Prokopchuk, Administrative Assistant, Farm & Wildlife
Green Chimneys, 400 Doansburg Rd. - Box 719
Brewster, NY 10509-0719

Or fax:

845-279-3077 ATTN Donna P.

Questions? Contact Donna via:

845-279-2995 x383 dprokopchuk@greenchimneys.org



Birds of Prey Day • Sunday, June 7, 2020
10:00am – 4:30pm

Food Truck Requirements

REQUIRED PAPERWORK

Permit:

Putnam County Mobile Food Permit or a temporary food permit. For additional information call the Putnam County Dept. of Health at 845-808-1390.

Insurance:

All food vendors must agree to provide proof of insurance coverage and the additional insured listed via a certificate of insurance prior to the June 7th event. Please name the following:

Certificate holder: Green Chimneys, 400 Doansburg Road, Brewster, NY 10509

Additional insured: Birds of Prey Day, June 7, 2020

Application and paperwork (certificate of insurance, permits, and final menu)

must be received no later than Friday, May 15, 2020

Event Information

- *An attendance of 3,000+ people from the tri-state area is expected*
- Location: Green Chimneys School, 400 Doansburg Road, Brewster, NY 10509
- Date/Time: Sunday, June 7th, 10 a.m. – 4:30 p.m.
- Vendor Fees: \$175

Menu

We will take your menu into account when we receive your completed application as our goal is to bring local food trucks to our event to provide a unique experience for attendees by ensuring variety. While we are unable to guarantee there will not be competing vendors, we will take this into consideration as we receive vendor applications.

Please read the General Food Vendor information provided below. Next, complete and submit the application along with your menu and a check for \$175. Submitting an application with payment will ensure consideration for a space at the festival, but does not constitute a contractual agreement or acceptance. All applicants will be notified regarding their application status on an ongoing basis, as they are received. Green Chimneys reserves the right to turn down applications (and return fees) based on the number of applications received and overall variety of the menus.

Vendor Information

Food Trucks will be provided spaces based upon space requirements and/or their order of arrival. Food trucks must plan on being at the event for the entire day, from 10 a.m. to 4:30 p.m. The event will be held rain or shine. Post all prices for items at your food truck. Green Chimneys will promote participating food trucks.

Set-up, Hours, Teardown

Set-up time is between 7 a.m. and 9:00 a.m. only. Food Trucks will open at 10:00 a.m. and will remain open until 4:30 p.m. There will be no moving vehicles permitted onsite after 9:30am or prior to 4:30pm. All food vendors are required to remove their own trash and all unsold goods between the hours of 4:30 p.m. and 6:00 p.m. Nothing is to be left behind on Green Chimneys premises. All non-essential vehicles must be parked in the Llama Lot, the vendor parking lot, with a parking pass provided by Green Chimneys.

On-Site Resources

All food trucks must be able to operate independently of any provided resources including water, electrical, refrigeration and any materials. We will provide the most level ground available, but our campus is not a traditional fairground. A quick site survey is encouraged. Vendors are responsible for all set-up and clean-up of their space.