



Participation as a Canton Liberty Fest Food Concession Vendor is by invitation only. Interested vendors should complete and submit the FOOD CONCESSIONS Vendor Proposal for consideration.

Date(s): June 18-20, 2020

Location: Heritage Park - vendor location(s) within the park and festival grounds are to be determined by the Liberty Fest Committee.

Hours: Thursday: 1-10 p.m.
Friday: 1-11 p.m.
Saturday: 11 a.m. - 11 p.m.

Vendors may arrive between 1-5 p.m. on Wednesday, June 17, for initial set-up. Please note: If selling on Saturday evening, vendors must wait to depart until after the fireworks display, or after 11 p.m.

Permits & Policies: Vendors are required to provide proof of all necessary health and food permits, including Wayne County, State of Michigan, and applicable insurance(s). Vendors must provide a copy of their Liability Insurance naming "Canton Township, 1150 S. Canton Center, Canton, MI 48188" as additional insured that must be sent in with the application.

Vendors must provide a separate Policy Endorsement Form listing Charter Township of Canton as additional insured using the following language: "Charter Township of Canton, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof are listed as additional insured as respects General Liability and Automobile Liability."

Canton Fire Department Inspectors will be on site to ensure all safety regulations are followed through on-site inspections prior to opening. An approval status from Fire personnel will be required of all food service vendors.

For food trucks and/or self-contained units set up on Festival grounds, inspection tags will be reviewed to ensure compliance within the past 6 months.

All Michigan Health Department rules must be followed. It is each vendor's responsibility to contact them and apply for any applicable licenses/inspections. Inspectors will be on site at various times to inspect other vendors throughout the park. When in doubt, it is always best to contact the Michigan Health Department prior to arrival.

Fees: A percentage (20%) of gross sales must be paid to the Canton Liberty Fest within 10 business days after the completion of Liberty Fest (by Friday, July 3, 2020).

Make checks payable to Canton Township and mail to:
Canton Liberty Fest
Attn: Evan Sweet
46000 Summit Parkway
Canton, MI 48188

Utilities: Vendors should provide self-contained units with generators (must be wrapped by snow fencing or other protective fencing). Some areas do not have direct access to water, and therefore vendors must provide their own containers.

PLEASE READ THE FOLLOWING REQUIREMENTS CAREFULLY.

Commercial cooking operation requirements during Liberty Fest and any other festivals held on Canton Township Property. Failure to meet these requirements shall be grounds for exclusion of the commercial cooking operations during the festival.

- All commercial food heat processing appliances contained within a structure, (i.e. vendor trailers), that produce grease vapors or smoke, shall be equipped with a Type I Exhaust Hood.
- For food trucks and/or self-contained units set up on Festival grounds, inspection tags will be reviewed to ensure compliance within the past 6 months.
- All commercial food heat processing appliances required to have a Type I Exhaust Hood shall be protected with an approved automatic fire suppression system installed in accordance with NFPA 17 (Dry Chemical extinguishing system) or NFPA 17A (Wet Chemical extinguishing system).
- The automatic fire suppression system shall be of a type recognized for protection of commercial cooking operations and exhaust systems of the type and arrangement protected. Pre-engineered automatic dry and wet chemical suppression systems shall be tested in accordance with UL 300 and listed and labeled for the intended application.
- Documentation of required system inspection, testing and preventive maintenance shall be made available for viewing upon request.
- Portable fire extinguishers shall be provided for all commercial cooking operations. Cooking operations involving vegetable or animal oils and fats shall be protected by a Class-K rated portable extinguisher.

The Liberty Fest Committee reserves the right to select or reject any/all portions of a vendor's proposal and vendors that are accepted should be aware that other concession vendors of various and/or similar food types may/will be on the Festival grounds at the discretion of the Liberty Fest Committee.

Deadline: Proposal must be submitted in a sealed envelope plainly marked "2020 Liberty Fest Food Truck Proposal" or emailed to evan.sweet@canton-mi.org. Must be received no later than May 1, 2020.

Vendors shall provide a list of three (3) references and photo samples of their booth(s), trailer(s) and/or stand(s) (photos will not be returned), copy of Liability Insurance naming "Canton Township, 1150 S. Canton Center Rd., Canton MI, 48188" as additional insured on a separate endorsement form.

Mail To: Canton Liberty Fest
Attn: Evan Sweet
46000 Summit Parkway
Canton, MI 48188

- or -

Email:
evan.sweet@canton-mi.org

► **PLEASE RETAIN THIS INFORMATIONAL SHEET FOR YOUR RECORDS** ◀

CANTON LIBERTY FEST HAS VERY EXCITING NEWS TO SHARE!

In an effort to be more responsible about the potential environmental impact of an event this well-attended, and with the intention of putting new practices in place that will ensure that our operations are more sustainable for future generations, we are excited to partner with Zero Waste Event Productions in 2020. This highly reputable social enterprise helps festivals decrease their environmental footprint by diverting waste from the landfill through waste reduction, recycling, and composting. While Zero Waste is the ultimate end goal with the Festival, it is unlikely that we will achieve this in our first year. However, using their waste sorting and diversion model could help us divert more than half of the Festival's waste from ending up in the landfill, while also educating attendees about the importance of recycling.

Here's how YOU can help be a part of this important effort:

- Please consider using compost buckets for appropriate food scraps, which will be provided to food vendors at no cost, and emptied regularly by volunteers/staff throughout the Festival.
- Break down cardboard, gather other clean recyclables (tin, bottles, aluminum), and make a neat pile behind your trailer/booth/workspace for our Zero Waste crew to pick up as they make their rounds.
- Ask for bags from our Zero Waste crew, if and when you need them.
- Think carefully about any potential promotional giveaways at your booth. Please consider eco-friendly or reusable items!
- Clean your space thoroughly before you depart the event.

Please don't hesitate to reach out to us in advance of the Festival with related questions or concerns. As Liberty Fest crowds continue to grow annually (exceeding an estimated 50,000), it's imperative that we do our part in minimizing our impact on the environment. We are thankful for your support in this important new Festival initiative!

GO GREEN WITH US IN 2020!

2020 CANTON LIBERTY FEST FOOD CONCESSION VENDOR PROPOSAL

Liberty Fest Food Concession Participation will take place Thursday, June 18 - Saturday, June 20, 2020

I. Name & Type of Organization/Business: _____

II. Contact Name: _____

Primary #: _____ Secondary #: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____

(Email confirmation will be sent after application has been received)

III. Proposed Menu Items: _____

IV. Terms of Agreement:

- Vendors must provide self-contained units with generators. Generators shall be surrounded by protective fencing. Generators will not be provided by Canton Township.
- Some areas do not have a water source – vendors must provide large containers for water usage.
- Must provide proof of all necessary health and food permits, including Wayne County, State of Michigan and applicable insurances.
- Failure to meet the new commercial cooking operation requirements shall be grounds for exclusion during the festival.
- 20% of gross sales must be paid to Canton Township Liberty Fest payable within 10 business days after the completion of Liberty Fest (by Friday, July 3, 2020). Checks must be made payable to: Canton Township.
- All vendors will be assigned an area for their unit.
- Liability Insurance naming, "Canton Township, 1150 S. Canton Center, Canton, MI 48188" as additionally insured must be sent in with application on a separate endorsement form.
- Submit completed application, references, photos, and insurance:

Mail To:

Canton Liberty Fest
Attn: Evan Sweet
46000 Summit Parkway
Canton, MI 48188

- or -

Email

evan.sweet@canton-mi.org

By signing below, I understand and agree to all of the above terms:

Signature: _____ Date: _____

