



BLOCK PARTY HENRY LAW FOOD TRUCK APPLICATION

**Saturday July 1st 10am - 6:00pm
(You may stay until 9:30pm if you like)**

**Application deadline is Friday, June 1, 2023,
or while space is available**

Date: _____

Email: _____

Business Name: _____

Phone: _____

Contact Name: _____

Website: _____

Mailing Address: _____

City, State, Zip: _____

Check Here	CATEGORY	STANDARD FEE
	<p align="center">Food Vendor</p> <p>For food prepared on the spot and meant for on-the-spot consumption.</p>	<p align="center">\$25 per foot of frontage (\$250 minimum)</p>
	<p align="right">Total Fee:</p>	<p align="center">\$ _____</p>

Provide a short description of the food items you will be selling:

Will you have a generator, hotplate, or flame?

Yes No

Make checks payable to: Dover 400

Send all required items to:

c/o Stephanie Bolduc

5 Reyners Brook Drive, Dover, NH 03820

Questions? Call 603-978-4929 or email dover400blockparty@gmail.com

FOOD SERVICES APPLICATION

Dover Block Party Rules & Regulations

Please initial each item to confirm you have read and understand

Vendor Registration Policy

- **Payment must be received with application.** Vendor spaces are not final until a completed registration form, payment, and **insurance coverage** are received.
- **All vendors must submit a valid Certificate of Insurance and name City of Dover "Additional Insured."** Our address is **24 Chestnut Street, Dover, NH 03820. No exceptions!** Certificates must show a liability limit of \$1,000,000 per occurrence. You can request this addition to your current liability insurance provider or, you can access www.dover400.org and go to the Block Party page and click the link to purchase a one-day insurance policy at an estimated \$65 for the day. **Please make sure we are able to match the Insured Name with the name on the vendor application. Insurance is only valid if purchased 90 days or less before the event date.**
- No rain date is scheduled. **This is a rain or shine event. There will be NO REFUNDS for this event for any reason.**
- **Final booth placement will be assigned one week prior to the festival date.** All requested booth spaces will be considered, but there are no guarantees of location. Confirmation e-mails including booth assignments and instructions will be provided by email and not later than one week prior to the event.
- **Vendor type and rate will be at the discretion of Dover 400 and the Block Party committee.**
- Please send your business logo to dover400blockparty@gmail.com.

Vendor Rules & Regulations

Please note all times listed below are subject to change based on the final format of the event

- All food vendors must be completely set up and vehicles off the park lawn by 9:30 am on morning of event. Day before set up is possible for those food vendors with more than 15' of space. **Vendors arriving after 8:30 am forfeit their booth and will not be permitted to set up during the event.**
- **Vendor booths must remain open and staffed until at least 6 pm. Bands on the Rotary Pavillion will be playing until 9:30pm, you are welcome to stay set up until 9:30 pm if you choose.**
- All items related to vendor spaces must remain stationary throughout the event. **No "roaming" is allowed.**
- **No electricity or water hook ups are available.** Applicants are responsible for providing their own tent, tables, chairs, canopies, etc. **All tents and canopies must be properly secured and anchored.**
- **Booth areas must be kept tidy. Vendors must dispose of ALL trash and debris generated by their booths.** Failure to collect, remove, and dispose of all trash off-site will result in a \$100 fine.
- **Generators, heating devices and open flames are only allowed in the Food Court areas located in Henry Law Park.**
- **No guarantees** made with regard to product or industry exclusivity.

FOOD PERMITS REQUIRED:

- **Vendors selling food and beverage items must obtain (and display) a Dover Health Permit by calling the City of Dover at 603-516-6038.** For this permit, a copy of liability insurance will need to be submitted to the City prior to the date of the event. **Free samples do not require a permit.**
- Vendors selling **non-pasteurized products**, such as apple cider, need signage advising consumers of the non-pasteurized product.

Signature of Applicant

Name (Please Print)

Date