

**DAUPHIN COUNTY CULTURAL FEST  
"FAMILY REUNION"  
FOOD TRUCK VENDOR APPLICATION**

**SATURDAY, AUGUST 16th 2025  
3:00p.m. to 10:00p.m.  
RIVERFRONT PARK 200 S. FRONT STREET HARRISBURG PA**

**All Food Truck Spaces 20x20 - Fee \$300.00 - Space is Limited TO 10 Vendors**

**All Food Truck Spaces MUST be Completely Self-Contained  
ELECTRICITY: Will NOT BE Provided**

**FOOD VENDORS – City Licensing & Liability Insurance REQUIRED**

**Application: Dead-Line: FRIDAY, JUNE 13<sup>TH</sup>**

**August 16**

**11:30am to 1:30pm Check-In & Set-Up Time: NO LATER**

**2:00 Gates Open to the Public - Festival Times 3:00 – 10:00PM**

**Sell Time: 2:00pm – 10:00pm**

**APPLICATION DEADLINE: FRIDAY, JUNE 13<sup>TH</sup>**

<b>BUSINESS:</b>		
<b>ADDRESS:</b>		
<b>CITY:</b>	<b>STATE:</b>	<b>ZIP CODE:</b>
<b>CONTACT NAME(s):</b>	<b>PHONE NUMBERS:</b>	
<b>20X20 FOOD TRUCK FEE - \$300.00</b>	<b>EMAIL:</b>	
<b>FOOD MENU &amp; PRICES OR ATTACH MENU</b>		

**PAYABLE TO: Dauphin County Economic Development Corporation.**

**PLEASE COMPLETE APP & RETURN WITH CHECK TO:**

**Dauphin County Economic Development Corp. ATTN: DEBRA LAUDENSLAGER  
2 S. Second St 1<sup>st</sup> Floor Room 124 Harrisburg, PA 17101  
Larry Moore, lmoorebhc@gmail.com; or 717-773-3254  
RULES & REGULATIONS FOR ALL FOOD TRUCK VENDORS**

**CITY LICENSING REQUIRED – Cultural Fest Only Requires a City of Harrisburg Mercantile License and a City of Harrisburg Festival Health License. Contact the City of Harrisburg Mercantile Office to obtain the Mercantile License at 717-255-6513 and Health Licenses at 717-255-6553**

## **SAFETY**

- Applicants shall sell and serve food at their own risk.
- Applicants must obey all pertinent safety codes and laws, including, but not limited to, fire, safety and parking regulations
- EVENT reserves the right to shut down any vendors not meeting cleanliness and food storage safety codes and laws
- All Food Vendors MUST accept at least 1 major credit card in addition to cash from customers at EVENT. This includes Master Card, Visa or American Express.
- All vendors with flames must have CURRENT 2A10BC minimum rating fire extinguishers with current service tags
- All vendors deep fat frying must have CURRENT K-Type fire extinguishers with current service tags. All other food vendors must have current 2A10BC minimum-rating fire extinguishers
- All vendors with propane tanks are required to bring all necessary equipment to properly secure them.

**WATER & TRASH** All vendors must be completely self-contained. Dauphin County will not be supplying water or trash removal from vendors at any location. This includes hot coals, grease, ashes, plastic bread/roll cases, soda crates.

**LIABILITIES & INSURANCE** All approved vendors will need to provide the following coverage if accepted. Proof of Insurance needs to be provided prior to vendor arriving onsite. **Additional Named Insured** The vendor shall furnish **Dauphin County Economic Development Corp.** with one (1) copy of a Certificate of Insurance issued by reputable insurance carrier. **Dauphin County Economic Development Corporation and Dauphin County must be named as an additional insured for all coverage**, other than Workman's Compensation and Employers Liability. This Certificate of Insurance shall reflect the actual amount of insurance in force. **Such notice shall be mailed to Dauphin County Economic Development Corp. Attn: Debra Laudenslager, 2 Second St. Room 124 Harrisburg, PA 17101.**

## **Accident Notification**

In the event of an accident of any kind which involve the general public and or private or public property, the vendor shall **Immediately Notify the Festival Representative, Larry Moore or George Connor of Dauphin County Economic Development Corporation.** and provide a full accounting of all details of the accident. The vendor shall furnish the County with copies of all reports of such accidents in time reports are forwarded to other interested parties.

## **Comprehensive Auto Liability**

Comprehensive Auto Liability for bodily injury and property damage arising out of owned, non-owned and hired vehicles. A combined single limit of \$1,000,000 per occurrence is required.

## **Types and Amounts of Insurance (Food Service Vendor) Commercial General Liability for Bodily Injury and Property Damage**

Commercial General Liability for Bodily Injury and Property Damage (occurrence form) including General Coverage, Broad Form Property Damage (including completed operations), Explosion, Collapse and Underground hazards, and Contractual Liability assumed in the contract documents, Personal Injury Liability and Independent Vendor's protective products completed and operations liability. Additionally, the **Dauphin County Economic Development Corporation and Dauphin County shall be named as an additional insured. Amount of Coverage \$1,000,000**

### **Indemnity Agreement**

The vendor shall indemnify and hold harmless Dauphin County and their officers, agents and employees from any and all liability, losses or damages, including attorney's fees and cost of defense, the event organizers may suffer as a result of claims, demands, suits and actions or proceedings of any kind or nature, including worker's compensation claims, in any way resulting from or arising out of the operations of the Vendor under this contract including operations of any Sub-vendors: and the Vendor shall at his or her own expense appear defend and pay all charges of attorney's and all costs and other expenses arising there from or incurred in connection therewith; and if any judgments shall be rendered against the event organizers in any such act, the Vendor shall, at his or her own expense satisfy and discharge same. The Vendor expressly understands and agrees that any performance bond or insurance protection required by the contract, or otherwise provided by the vendor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the event organizers herein provided. In event of any conflict between the language of the insurance policy(s) and the above recited indemnity agreement, the indemnity agreement shall govern.