

## **Guidelines:**

1. Vendor agrees to remain open, operational, and serving during all operation hours. Unreasonable failure to remain open and serving during operating hours may result in termination of Luminance Food Truck preferred vendor status for future consideration.
  - a. Luminance Food Truck operating hours are 5:00p – 8:00p
2. Vendor station shall be clean and orderly. All materials must be removed by the end of the shift. Vendor shall leave the location clean of trash and in the condition it was before the vendor occupied the area.
3. All vendors need to bring all their own equipment, serve ware, menu signage, etc.
  - a. Electrical hook-ups will NOT be available for Luminance Food Trucks.
4. Photographs of the vendor and/or vendor's products may be used for advertising purposes.
5. Staff will not be on site during the operating hours. If needed, please call Nicole Koehn at 405-831-1810.
6. After shift, 8:00p, all vendors are responsible for tearing down parking barricades and placing them in the grass near the parking location.

## **What we provide:**

- A free space to park and promote your business
- Barricades to reserve parking area of food truck(s)
- Website Promotion
- Special recognition on social media

## **What we do NOT provide:**

- On-Site Staff
- Electrical hook-ups
- Any type of signage
- Water access

## **Requirements:**

### Proof of Insurance

General Liability Insurance: The certificate of insurance must be in the amount of \$1,000,000 bodily injury and property damage combined single limit, including product liability denoting The City of Edmond as the additional insured. Coverage must be in effect for the event, including set up and tear down times listed. On the insurance certificate, the insured name must be the same name as appears on your application.

### State and Oklahoma County Licensing

To be an approved mobile food vendor, you must have a state mobile license for your business. Please note you are expected to comply with all State and County requirements as issued by the Oklahoma County Health Department.