



FOOD TRUCK ENTRY FORM

Welcome to **The Great Umpqua July 4th Food Truck Competition** —
*An afternoon of music and food, followed by our spectacular **Roseburg Hometown Fireworks***

Competition is in the air as both food trucks and musicians battle it out for prize money. Last year's **The Great Umpqua July 4th Food Truck Competition** brought a crowd of over 20,000 fans. We are anticipating more this year.

Registration Fee: All food truck registrations are required to pay a \$350 non-refundable entry fee to secure their spot upon notification of acceptance. The Umpqua Economic Development Partnership will contact you 60 days prior to the event for final collection of the entry fee.

Permit: Each vendor is required to obtain the necessary food permit through the Douglas County Health Department. A copy of the food permit will be required to be posted on-site during the event. Contact Douglas County Health and Social Services, Environmental Health for application forms and current fee schedule for temporary events at 541-464-3820. Fire regulations may be viewed at www.douglasfairgrounds.com or by calling Fire District #2 at 541-673-5503.

Electrical, Sewer & Water Hook-up: There are spaces available with Power/Sewer/Water, Power/Water, and power only 20amp or 50amp which are available on a first-registered basis. Space is also available for self-contained food trucks. Booths must be manned at all times, with proper staffing to efficiently serve the public in a timely manner. **Electrical** — If your electrical hook-up requires hard wiring, you will need to contact a local electrician at your own expense for work. The Fairgrounds does not provide any electrical work. The Fairgrounds provides a power box to plug into only.

Event Load-In: Wednesday, July 3, 8 a.m. to 10 p.m., and on Thursday, July 4 starting at 8 a.m. Food trucks will not be let in past 12 p.m. on July 4. All food truck operators must attend a welcome meeting at 1 p.m., July 4 at the Garden Park Stage. Early load-in is encouraged to avoid congestion.

Load-Out: Thursday, July 4 from 8 to 10 p.m. or Friday, July 5 from 8 a.m. to noon.



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Food Truck Judging Criteria

- **Food presentation and appearance**
- **Taste, flavor and texture**
- **Aroma and smell**
- **Creativity and originality**
- **Memorable and craveable**

If you have any questions specific to the grounds set-up, please call the Fairgrounds, Dan Hults at 541-957-7704, email: drhults@co.douglas.or.us; or Brenda Mayberry at 541-440-4396, email: bsmayber@co.douglas.or.us.

If you have questions regarding the competition, please call Brittany Arnold at 541-492-2823 or email brittany@uedpartnership.org.

Additional Food Truck/Vendor Information and Guidelines

- The Great Umpqua Food Truck Competition is a live event. You will be serving the public as well as serving the judges during the event. The entry/event fee is \$350 per truck, plus each truck will be required to provide (3-8) dishes at no charge for judging purposes.
- All trucks must be manned at all times with proper staffing to efficiently serve the public in a timely manner.
- Food trucks must be ready to serve by 1:30 p.m. and prepared to serve until at least 8 p.m.
- Optional: Because of popular request, we are encouraging food trucks to provide a sampler plate/platter as an addition to their menu. This plate should be larger than a regular serving, include multiple menu items, and be capped at a cost of \$12 per sampler plate. This sampler plate cannot be entered into judging.
- Only items from the menu available to the general public can be submitted for the final competition.
- The event will be held rain or shine. The Umpqua Economic Development Partnership reserves the right to relocate food trucks.
- Food safety is a primary concern. The Douglas County Health inspector will be doing an inspection prior to and at the event. If you have any questions as to what needs to be done so you can operate, please see page one.
- Post all prices for items at your food truck space.
- No food truck may produce or sell any merchandise, apparel or promotional items with **The Great Umpqua July 4th Food Truck Competition** logo or wording without prior consent.
- Based upon the projected number of attendees, food trucks will likely be limited and applications will be reviewed on a first-come, first-served basis.
- **See page one for required food permit details.**



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Yes, we would like to be a participating food truck/vendor at the **The Great Umpqua July 4th Food Truck Competition** on Thursday, July 4, 2019. Our application is enclosed and we agree that we will have payment in at least 60 days prior to the event.

Food Truck/Vendor Name: _____

Truck/cart dimensions (required): _____

Power needs (required): _____

Special instructions/additional comments: _____

Contact Person: _____

Phone: (_____) _____ Email: _____

Address: _____

State _____ Zip _____

Website: _____

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

Type of Food/Theme: _____

Food Truck/Vendor Application Acceptance Policy

Confirmation for the **The Great Umpqua July 4th Food Truck Competition** is based on the date and time of application submissions AND payment. Additionally, for food trucks, we will take your menu into account when we receive your completed application as our goal is to bring local food vendors/food trucks to the forefront 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. **The Great Umpqua July 4th Food Truck Competition** reserves the right to turn down applications (and return fees) based on the number of applications received and overall variety of applications.

Proceeds: Food trucks and vendors keep 100% of their proceeds for sales on the day of the event. However, food trucks/vendors are not allowed to sell ANY alcoholic beverages at the event. Non-alcoholic beverages are permitted to be sold.

I have read and understand the event information, agree to comply with the requirements and have agreed to pay the \$350 non-refundable payment for the applicable fees within 60 days prior to July 4, 2019. I agree to accept all responsibility for any personal injury, property damage, loss or other harm suffered by myself or otherwise due to my participation in the event. Further, I shall indemnify and hold harmless UEDP against all suits, claims, demands and losses including costs, expenses and attorney's fees incurred as a result of any action or omission, neglect or misconduct of the Food Truck/Vendor.

Signature: _____ Date: _____

To fill out this form online and email it, save form on your computer, open in Acrobat or Acrobat Reader, and then choose Tools > Fill & Sign. Forms can also be mailed or dropped off: **Brittany Arnold, UEDP, 522 SE Washington Ave., Ste. 112, Roseburg, Oregon 97470; brittany@uedpartnership.org**

For general information about the event, email Brittany Arnold at brittany@uedpartnership.org or call 541-492-2823.

Produced by the Umpqua Economic Development Partnership (UEDP) with tremendous support from our Douglas County Commissioners, Douglas County Industrial Development Board, City of Roseburg, Douglas County Fairgrounds and the Roseburg Hometown Fireworks Committee.