



# CITY OF MENTOR

## FOOD VENDOR APPLICATION

Thank you for your interest in participating as a food vendor at a Mentor event. To be considered for a vendor space, please fill out the following information. Please be advised that the City reserves the right to limit the types of foods and products available for sale at a Mentor event.

### CONTACT INFORMATION

Company \_\_\_\_\_ Contact \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Cell \_\_\_\_\_ Email \_\_\_\_\_

### EVENTS

Please check (all) events you would like to be considered for and calculate fee. Space: (FT) Food Truck (T) Tent (TR) Trailer

EVENT	SPACE	DATE(s)	Event Time	Fee
Mentor Rocks (Whole Season--Every Tuesday)	FT / T / TR	Jun 2 - Aug 25, 2020	7-9p	\$1,500.00
Remarkable Lake County Summer Kickoff	FT / T / TR	Jun 13, 2020	5-10p	\$125.00
Mentor On Tap & Uncorked	FT / T / TR	Jun 20, 2020	5-11p	\$125.00
Comedian Night	FT / T / TR	Jun 27, 2020	7-9p	\$125.00
Military Band Night (Novelty items only)	FT / T / TR	Jul 1, 2020	7-9p	\$125.00
Independence Day Concert & Fireworks	FT / T / TR	Jul 4, 2020	7-10:30p	\$125.00
Headlands BeachFest	FT	Jul 18, 2020	11a-7p	\$125.00
Mentor Cruise-In	FT / T / TR	Aug 8, 2020	10a-4p	\$125.00
Mentor CityFest (before May 1 <sup>st</sup> )	T / TR	Aug 21/22, 2020	4-11p/12-11p	\$475.00
Mentor CityFest (after May 1 <sup>st</sup> )	T / TR	Aug 21/22, 2020	4-11p/12-11p	\$575.00

### MENU INFORMATION

Please list the food items you would like to sell, in order of importance to your stand. Due to the potential for duplication, the city reserves the right to limit menu items. Vendors may only sell items listed here and approved by the City of Mentor. No items may be added on the day of event(s). Beverage items (Coke, Pepsi, and Water) do not need to be listed, but other beverages such as juices or lemonade must be listed.

Menu Item	Price	Comments

### VENDOR SPACE INFORMATION

City of Mentor Parks, Recreation & Public Facilities, 8500 Civic Center Blvd., Mentor, Ohio 44060 (440) 974-5720 [www.cityofmentor.com](http://www.cityofmentor.com)

**SPACE REQUIREMENT**

Food Truck/Trailer/Tent dimensions \_\_\_\_\_

**ELECTRICAL**

Is electrical hook-up required?	Yes	No	
What type of hookup is required?	120	240	
How many do you need?	20 Amp	30 Amp	50 Amp

**WATER**

**CITYFEST ONLY** Is water hook-up required: Yes No

**FOOD VENDOR AREA ACKNOWLEDGEMENT**

All vendors selling food and beverages (excluding alcohol) during an event shall be located in the food vendor area.

The City of Mentor reserves the right for final approval of application. Placement of all vendor spaces is at the discretion of City staff.

Food vendors must meet all Lake County Health Department and Mentor Fire Department regulations along with displaying a current food service license as required by law. For Lake County Health Department Rules and Regulations use the following link, [http://www.lcghd.org/food\\_safety](http://www.lcghd.org/food_safety).

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Method of Payment      Cash      Check

  Credit Card \_\_\_\_\_ EVP \_\_\_\_\_ Exp. \_\_\_\_\_

  (Visa, MasterCard or Discover)

**APPLICATION PACKET SUBMISSION**

Return this completed Food Vendor Application, along with your Liability Form, and 2-3 photos of your food truck, trailer or tent.

**Email**

[kuyasa@cityofmentor.com](mailto:kuyasa@cityofmentor.com)

**Mail To**

City of Mentor Parks, Recreation & Public Facilities  
8500 Civic Center Blvd.  
Mentor, Ohio 44060

**QUESTIONS**

For additional information, contact Maggie Kuyasa at [kuyasa@cityofmentor.com](mailto:kuyasa@cityofmentor.com) or (440) 974-5720, Monday - Friday, 9:00 AM to 5:00 PM.

**UPON APPROVAL, YOU WILL BE MAILED THE VENDOR CONTRACT AND LIABILITY FORM**