



Claremore Main Street, Inc.  
412 W. Will Rogers Blvd.  
Claremore, Oklahoma 74017  
(918) 341-5881

Food Vendor Application

**DATES:** (please check the one(s) you are applying for)

**May 21** Boots on the Boulevard (max 14)       **May 22nd** Lilac Festival (max 8)

**Sept. 10th** Corporate Olympic (max 14)       **Oct. 29th** (max 14)       **Oct. 30th** (max 8) Fall Festival

**EVENT HOURS:** 6:00pm – 9:00pm      **SET UP HOURS:** 4:30pm – 5:30pm

**COST:** \$100/event      **limited spots available with electricity access:** \$125/event

**FOOD TRUCK NAME:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**BUSINESS NAME:** \_\_\_\_\_ **WEBSITE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **CITY/STATE/ZIP:** \_\_\_\_\_

**PRIMARY CONTACT:** \_\_\_\_\_ **SECONDARY CONTACT** \_\_\_\_\_

**BUSINESS PHONE:** \_\_\_\_\_ **CELL PHONE:** \_\_\_\_\_

**OK SALES TAX LICENSE #:** \_\_\_\_\_ **CLAREMORE PERMIT #:** \_\_\_\_\_

**BUSINESS SOCIAL MEDIA:**    Facebook       Twitter       Instagram       Other \_\_\_\_\_

**TYPE OF FOOD SERVED:** \_\_\_\_\_

**APPLICATION REQUIRED ADDITIONAL MATERIALS:**

In addition to this application, vendors should submit payment in full (cash, check and credit card acceptable; checks shall be made out to: Claremore Main Street), a **copy of the City of Claremore Food Truck Permit, Oklahoma sales tax permit, and a certificate of liability insurance** naming Claremore Main Street, 412 W. Will Rogers Blvd., as an additional insured.

For credit card payments (fees apply), visit: [www.claremorems.org](http://www.claremorems.org)



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**DEADLINE:**

Applications are reviewed on a first-come, first-serve basis. **Application will not be reviewed until ALL items are submitted as one.** To ensure all vendors are successful, the Promotions committee limits the number of food vendors serving similar dishes and the total number in attendance. Once the event fills, a wait list will be started. All items on the application must be submitted before it is considered complete. **Payment is required by the 20th of the month prior to the month of the requested event to reserve a space, no exceptions.** Failure to pay by the deadline will result in the spot being removed for that event and you will not be allowed to participate. No payments will be accepted the day of the event. Refunds are not given for cancellations by the vendor for any reason.

APPLICATION SHOULD BE SUBMITTED TO: Claremore Main Street  
412 W. Will Rogers Blvd. Claremore OK 74017  
anita.miller@claremorems.org - 918-341-5881

**EVENT INFORMATION AND RULES:**

- Food Trucks can set up beginning at 4:30 p.m. on the day of the event. Vendors must be ready to sell by 6 p.m. Leaving prior to 9 p.m. is not permitted, even if sold out. Streets must be cleared in a timely manner following the conclusion of the event.
- All food vendors are responsible for compliance with local, state and federal laws. A City of Claremore food vendor permit must be current with a copy on file submitted with the application.
- Food vendors are responsible for filing and paying all required sales tax. sales tax permit must be submitted with application
- Food vendors may be required to present their certificate of insurance for inspection on the day of the event. Every participating food truck must include and list Claremore Main Street as an additional insured and provide a copy prior to the event.
- Trucks will be required to have an on-site fire extinguisher that has been serviced in the past year.
- Food Trucks will provide your own signage, extension cords, hoses, fans, and anything required to operate your concession.
- Food Trucks using electricity must provide covering for cords to avoid being a tripping hazard.
- Food Trucks will not be assigned a space prior to the event but will be pulled in when the street has been adequately cleared approximately 4:15-4:30pm.
- **All** Food Trucks will line up on Will Rogers Boulevard east of the railroad tracks headed westbound. Trucks will enter the event from the intersection at **Muskogee and Will Rogers Blvd.** Please follow the directions of the person checking you in.
- Food Trucks should be equipped to run on their own generators for the duration of the event. Quiet generators only!
- **These are rain-or-shine events.** If an extreme situation requires Claremore Main Street to cancel, vendor registration fees may be refunded.
- **Food Vendors are required to remove their trash from the premises.** Trash is not to be left on the curb/at trash receptacles.
- Any vendors found violating any of the above rules and regulations may forfeit their participation in future Claremore Main Street events.

The undersigned hereby waives all claims against and agrees not to sue Claremore Main Street or any of its representatives, or the City of Claremore or any of its representatives for damages resulting from injury to any person or thing resulting from or arising out of the use of the city’s facilities on the described occasion(s). I further agree to indemnify and hold Claremore Main Street, the City of Claremore, its officers, agents and employees harmless from any loss, damages, or expenses incurred as a result of any suit arising out of the activities conducted or sponsored by the listed above.

I, the undersigned, have read and understand the above and I agree to follow any and all policies, conditions, and rules, and to pay all fees required in regard to the activity listed above.

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