



2021 4th of July
Food Vendor
Application

Cost of 16-foot
Vendor Space: \$150.00

Office Use Only
Paid/Date:
Order Received:
CASH/CHECK #:
REC #/SQL #:

PLEASE PROVIDE ALL INFORMATION LISTED BELOW

Limited space available; subject to terms and conditions
Submitting this form does not guarantee a space during this event



Business Name:
Contact Person:
Billing Address:
City: ST Zip
Phone: Fax
Cell Phone:
Email:

VENDOR COST:
\$150.00
Make check payable to: Richmond Parks and Recreation
Mail To: Richmond Parks and Recreation Dept.
345 Lancaster Avenue
Richmond, KY 40475
Phone: 859-623-8753 Fax: 859-624-0376

SPACE NEEDED:

(Additional fees apply for space over 16 feet. Must call for information and availability.)

ELECTRICITY REQUESTED: YES NO VOLTAGE: WATER REQUESTED: YES NO

Approval based on availability of outlets/hookups Must provide your own cords/hoses*

HOW LONG DOES IT TAKE YOU TO SET-UP AND BE READY TO SELL:

WHICH SET-UP LOCATION WOULD YOU PREFER: Soccer Field Playground Area No Preference
(PLEASE NOTE THAT INDICATING A PREFERENCE IS NOT A GUARANTEE OF YOUR FINAL SET-UP LOCATION)

4th of July Application

Please return Agreement, Required Documents, and Payment by MAY 26th

*The following information is REQUIRED in order to be considered for a food vendor space:

- This Completed Agreement Form - Signature required on included waivers.
Menu with prices & Photograph of your booth
Copy of Certificate of Liability Insurance with City of Richmond listed as an Additional Insured
Copy of City of Richmond Business License
Copy of City of Richmond Fire Department Inspection Report- Required for ALL mobile food vendors
Copy of Health Department Mobile Food Vendor Inspection
Participant at Tasty Tuesday- Paperwork on File
Payment (No Money Orders)

Please Note: If you have previously submitted the required information to the City of Richmond Parks Department, please indicate that on this form and Parks Staff will confirm that all information is up-to-date.

PLEASE CONTACT THE RICHMOND FIRE DEPARTMENT WITH QUESTIONS REGARDING SPECIFIC REQUIREMENTS FOR MOBILE FOOD VENDORS OR TO SCHEDULE YOUR FIRE DEPT. INSPECTION: 859-623-1164 OR bwilson@richmond.ky.us