



# 2023 Live at the Lake Summer Concert Series Food Truck Application

Doors open at 6 p.m. Concert is from 8-10 p.m.

Located at Coe Lake Park  
(85 South Rocky River Dr., Berea)

**Deadline to apply:**

Applications are due by Friday, March 17, 2023. Please note that spaces are limited and are chosen on a first-come, first-served basis. We will accept no more than 5 food trucks and 1 dessert truck to be at each concert, depending on the food and dessert selection of the applicants.

**Vendor fee:** \$150 for each concert. *This fee is non-refundable.*

**Selection process:** Different food trucks will be selected each week to provide a variety of menu items for the attendees. Your application will be reviewed and you will be contacted by the City of Berea no later than April 1.

**Payment:** Once you have been approved and contacted by the City of Berea, your payment must be received by Friday, April 21. Cash or check only made payable to: The City of Berea. If payment is not received by the deadline, your space will be forfeited.

**Business Name:** \_\_\_\_\_

**Contact:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Space requirement:** (i.e. 10'x10' or 10'x20') \_\_\_\_\_

**Description of truck:** (i.e. Italian, ice cream, pizza, American, Greek, etc.) \_\_\_\_\_

**Do you need access to water?**  Yes  No

**Do you need electricity?**  Yes  No **Wattage required:** \_\_\_\_\_

**Have you obtained a current mobile food license?**  Yes  No

**Please list all items being sold and price per item:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**\*You may sell non-alcoholic beverages only.** Please note that the City of Berea will be selling pop, water, beer and wine. The City of Berea reserves the right to cancel your application if food items and tent setup do not meet event standards.

**Please indicate the events in which you would like to participate:**

- Friday, June 23**
- Friday, June 30**
- Friday, July 7**
- Friday, July 14**
- Friday, July 21**
- Friday, July 28**

**Please note:** You will be contacted about the dates for which you have been accepted. Please do not assume you are approved for each night that you choose.

**Requirement:** Each week, the City of Berea provides sponsors with a food voucher for 1 free meal at their choice of food truck. Approximately 50 meal tickets are given out for each concert. We ask that you accept these meal tickets to be collected by the City of Berea at the end of the night. You will then be reimbursed for the meals via check by mail after the event. If you have any questions or concerns about this policy, please contact Megan Pochatek at (440) 274-5608.

**Setup and teardown:**

***Vendors may begin setup between 2 – 5:30 p.m. the day of the event. All vendors must be set up and ready to serve by 6 p.m. each Friday.*** You must stay set up and open for the entire event. Teardown may begin at 10 p.m. You are required to keep your space clean and trash must be disposed of in the dumpster provided by the City of Berea.

**Submitting your application:**

Applications are placed in the order in which they are received and are only considered if the application is completed in its entirety and received by March 17, 2023.

Please submit the following items along with your application if you would like to be considered as a vendor.

- Picture of your food truck or booth setup.**
- Proof of insurance.**
- Proof of food license.**

Please send the completed application by April 21, 2023 to:

Megan Pochatek  
11 Berea Commons  
Berea, Ohio 44017

[mpochatek@cityofberea.org](mailto:mpochatek@cityofberea.org) or Phone: (440) 274-56083

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**Signature**

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**Date**