



2024

## VENDOR / FOOD TRUCK APPLICATION

A fully completed application and fee must be submitted to Pocono Mountains Flight Fest by July 1<sup>st</sup>, 2024, or vendor cannot be accepted.

This agreement made this \_\_\_\_\_ date of \_\_\_\_\_, 2024 between the Vern Moyer Aviation Fund, operators of Pocono Mountains Flight Fest, hereinafter referred to as "Flight Fest."

and \_\_\_\_\_ hereinafter referred to as "VENDOR" for exhibition space at the Pocono Mountains Flight Fest to be held at the Pocono Mountains Regional Airport on Saturday, August 3<sup>rd</sup> from 11am until 5pm.

The exhibition space will be either a designated parking spot for a self-contained food truck or a 10'x10' space vendor booth space adjacent to the event's food tent.

The vendor agrees to comply with the following rules and regulations during the Flight Fest event.

### INSURANCE

VENDOR must furnish Flight Fest with a Certificate of Insurance with liability limit of no less than \$1,000,000 and shall name the following together with their respective directors and officers as "additional insured."

- Pocono Mountains Municipal Airport Authority
- The Vern Moyer Aviation Fund
- Pocono Mountains Flight Fest

### ALCOHOLIC BEVERAGES:

The sale or consumption of alcoholic beverages on premises during Flight Fest by Vendor and Vendor's Agents or Employees is strictly prohibited.

### SETUP:

Food truck and Booth set-up may begin at 9:00am and must be finished by 10:30am, at which time vehicles must be removed from the Flight Fest event area to a designated vendor and volunteer parking area. It is Vendor's responsibility to anchor, stabilize or otherwise secure its food truck, exhibit booth, or tent. The event

space is a flat grass surface. Small tent spikes may be used but vendors should also consider bringing weights, if necessary, it can be windy at the airport.

SIGNAGE:

ALL signage and displays must be professionally produced. Signs may not be attached to airport structures. Prices must be clearly displayed.

TEAR DOWN:

Vendor may not close their food truck or booth until 5.00pm. Food trucks must remain open and in place until the event closes, even if Vendor is sold out. No oils, fats, or other cooking waste may be discarded at the event site.

HOURS OF OPERATION:

Flight Fest hours are 11am — 5pm

Flight Fest is held RAIN OR SHINE. Flight Fest will not be cancelled because of rain. This is an outdoor event – be prepared for any type of weather. Once accepted into Flight Fest you are OBLIGATED TO SET UP FOR THE DURATION OF THE EVENT

RESTRICTIONS ON MERCHANDISE:

You may only sell items contractually approved by Flight Fest

No Medicinal items of any kind.

Any product or item not listed in the attached application will not be allowed anytime during the event.

No Vendor, unless specified by Flight Fest, shall have an exclusive on any product.

CERTIFICATIONS:

It is the responsibility of the Vendor to obtain all applicable and appropriate state and local licenses and permits as well as payment of taxes pertaining to their operation.

INSPECTIONS:

Food Truck Vendors should expect inspection of food operations by Monroe County Health and Fire Inspectors. Please have a SERV safe certificate displayed and available for inspection.

DECORATIONS AND HOUSEKEEPING:

1. Tents must be neat and in good repair
2. Display tables must be covered and decorated
3. Housekeeping of the exhibit areas and their immediate vicinity will be the responsibility of the vendors. The area around the Vendor Truck or booth must be kept neat and tidy. The airport is an operating airport and trash must be controlled and contained at all times for both appearance and for flight safety purposes. Vendors must remove all their own trash.
4. At the end of the Flight Fest, your area must be left as you found it.

ELECTRICITY:

1. THERE IS NO ELECTRICITY AVAILABLE AT THE EVENT SITE.
2. Only silent generators will be allowed and may affect the placement of VENDOR
3. If you have a generator the make and model must be listed on the application and must be approved by Flight Fest prior to use.

SUBLETTING OF FOOD TRUCKS OR BOOTH SPACE:

Subletting is strictly prohibited.

PETS:

Vendors may not bring pets with them to Flight Fest.

GENERAL:

- NO Hawking (or yelling out) product
- NO leaving your food truck or booth space unattended
- NO blocking ADA ramps or sidewalks
- NO caution tape.
- NO smoking cigarettes, cigars, pipes or vapes in the vicinity of any vendor food trucks, booths, or main food tent, or in any of the operating areas of the airport.
- NO Vendor shall use The Flight Fest name, logo, images, or product without written permission

CONTACT US: Mary Joan Roth — Festival Vendor Coordinator

Phone: (570) 839 7161

Email: maryjoan@moyeraviation.com

Mailing Address: Vern Moyer Aviation Fund  
c/o Moyer Aviation Inc.  
188 Airport Drive  
Tobyhanna, PA 18466

Please mail or email the following items for approval:

CHECKLIST:

\_\_\_\_\_Application

\_\_\_\_\_Payment

\_\_\_\_\_Affirmation & Liability Release

\_\_\_\_\_Certificate of Insurance

\_\_\_\_\_Photo of your food truck or booth / any high-quality photos for our website and advertising

# FLIGHT FEST VENDOR APPLICATION

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

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Street or PO Box: \_\_\_\_\_

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

E-mail Address (required): \_\_\_\_\_

Description of goods to be exhibited or sold: (Food trucks may provide a printed menu with this application)

\_\_\_\_\_

Number of vehicles (excluding food truck): \_\_\_\_\_

Do you have (please circle): Facebook, Twitter, Instagram Hashtag?

The application submission deadline is July 1, 2024. Vendor hereby requests permission to display and sell the products and/or services listed above. Further, Flight Fest and the Vern Moyer Aviation Fund reserve the right to approve any product/item a vendor may wish to sell or dispense, as well as limit the number of concessions selling the same product/item. Please DO NOT bring items to Flight Fest unless previously approved.

I have read and understand and will abide by the attached Pocono Mountains Flight Fest general information, terms, and conditions.

By signing this application, I acknowledge that Flight Fest is subject to various weather conditions and state and federal safety and health regulations. No refund of application fees. Food Trucks and Exhibits must remain open until closing.

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

Please Print Name: \_\_\_\_\_

The above named has read and understands the general information, procedures and conditions and seeks admission as a concessionaire. Submission of this application does not guarantee a space.

One Designated Food Truck Parking Space \$50.00

10'x10' Vendor Space \$50.00

Generator Make and Model (if applicable) \_\_\_\_\_

# AFFIRMATION & LIABILITY RELEASE

I \_\_\_\_\_, hereby affirm that I have been well advised and thoroughly informed of the inherent hazards and policies of the event. I know that by participating in the 2024 POCONO FLIGHT FEST I am exposing myself to certain known and unknown liabilities in my direct and indirect actions with the public and invitees to this event. I also understand that if I choose to hire help for the event, I am directly responsible for their actions or injury. I hereby personally assume all risks associated with my voluntary participation in this event for any harm, injury or damage that may befall me or any employee or temporary help, as a result of my participation, whether foreseen or unforeseen.

I understand and agree that the Pocono Mountains Municipal Airport Authority, the Vern Moyer Aviation Fund, Pocono Mountains Flight Fest, and their respective members and/or directors and officers may not be held liable in any way for any occurrence in connection with my participation in the 2024 POCONO FLIGHT FEST that may result in injury, death, or other damages to me or my family, heirs, or assigns, and in consideration of being allowed to participate in this event, I hereby personally assume all risks in connection with said event for any harm, injury, or damage that may befall me, including all risks connected therewith, whether foreseen or unforeseen; and further to save and hold harmless said event and persons from any claim by me, or my family, estate, heirs, or assigns arising out of my participation in this event.

I further state that I am of lawful age and legally competent to sign this affirmation and release, that I understand the terms herein are contractual and not a mere recital; and that I have signed this document of my own free will. It is my intention by this instrument affirmed by my signature below to exempt and release Pocono Mountains Municipal Airport Authority, the Vern Moyer Aviation Fund, Pocono Mountains Flight Fest, and their respective members and/or directors and officers from all liability whatsoever for personal injury, employer's liability and workers' compensation, property damage or wrongful death arising out of or in the course of my participation in this event.

I HAVE FULLY INFORMED MYSELF OF THE CONTENTS OF THIS AFFIRMATION AND RELEASE BY READING IT BEFORE I SIGN IT.

Company Name \_\_\_\_\_

Date \_\_\_\_\_

Signature of Participant \_\_\_\_\_

Print Name \_\_\_\_\_