



June 12, 2019

Dear Food Truck Vendors:

RE: Spirit of the Plains Airshow

The Dakota Territory Air Museum is hosting an airshow with the Canadian Forces Snowbirds on July 4, 2019. We are expecting 10,000 – 15,000 people for this FREE event.

The event will be held at the Minot International Airport from 4PM – 7 PM with the gates opening at 2PM.

If you would like to participate in this event with your food truck/stand, the cost would be \$200 payable to the Dakota Territory Air Museum by Friday, June 28th. Please contact me at 520-234-3901 to discuss further details.

Hope to see you there!

Sincerely,

Robin Brekhus
Events Coordinator
DTAMevents@gmail.com
520.234.3901

FOOD TRUCK & FOOD STAND VENDOR APPLICATION FOR SPIRIT OF THE PLAINS AIRSHOW

Thursday – July 4, 2019

Hosting Organization – Dakota Territory Air Museum

Time – 2:00PM – 7:00PM

EVENT: Spirit of the Plains Airshow held at the Minot International Airport. We are expecting 10,000 – 15,000 attendees.

CONTACT INFORMATION:

Robin Brekhus, Events Coordinator

Phone: (520) 234-3901

Email: dtamevents@gmail.com

Mailing Address: DTAM, PO Box 195, Minot, ND 58702

LOCATION: Minot International Airport on 305 Airport Road, Minot, ND 58703

PAYMENT & FEES: The vendor payment of \$200.00 must be received with the application by Friday, June 30, 2019, and payable to the DTAM at the above address.

PERMITS AND INSURANCE REQUIREMENTS

It is the vendors responsibility to acquire all needed City, County, and State Permits.

HEALTH DEPARTMENT PERMIT: All food vendors must obtain the required permits from the First District Health Unit prior to the event. All permits MUST be displayed on the day of the event. It is up to the vendor to make sure that the First District Health Unit applications/fees are submitted to the First District Health Unit and must be received 14 days prior to the event.

Vendors who are not in compliance with these regulations on the day of the event will not be allowed to participate at the event and will forfeit all fees paid to DTAM. A copy of the temporary food permit will be required prior to on-site arrival.

CITY OF MINOT FIRE DEPARTMENT: It is the responsibility of all food truck and food stand vendors to be in compliance with city fire codes.

The airport is a smoke free zone. Please refrain from smoking on the property of the airport.

INSURANCE: All vendors must provide DTAM with a Certificate of Insurance, naming Dakota Territory Air Museum as additionally insured. It must be placed on the food truck/stand where it can be seen by the general public. The insurance certificate must be in the amount of \$1,000,000.00 and should have the following address: DTAM PO Box 195 Minot, ND 58702

LOAD IN | LOAD OUT: Event load in for the Spirit of the Plains Airshow will depend on the size, location, and specific needs of each vendor. DTAM will be on site all day starting at 8:00AM. Vendors must be setup by 12:00PM – NO EXCEPTIONS.

In order to ensure a safe exit of participants and food vendors, vendors will not be allowed to pack up and leave prior to 7:00PM. Vendors must wait until the public has cleared from the event area before leaving the event area. All equipment, trucks, etc. must be removed that evening. NO EXCEPTIONS.

POWER NEEDS: All vendors must be self-sufficient. DTAM will **NOT** provide a generator or power cords/strips.

GROUND SURFACE: The Spirit of the Plains Airshow is an outdoor event that utilizes a grass patch alongside the Minot International Airport to the southeast of the airport. There may be some areas that are not level so please bring truck levels just in case. Weight all tents, no staking allowed. If you plan on putting a tent up, please make sure that all tents have a 25lb weight on each leg for safety in case of windy weather. Tents used for any sort of cooking purpose must be fire retardant with the inspection sticker.

TRASH/GARBAGE: It is each vendor's responsibility to remove all event related trash from their area. This includes items inside your truck. DTAM will be responsible for providing garbage and recycling receptacles around the "specified" eating areas.

Spirit of the Plains Airshow
Food Truck and Stand Vendor Agreement

Name of VENDOR: _____

Contact Person: _____

Phone: _____ Email: _____

Specialty Food/Drink Classification: _____

Date of Event: Thursday - July 4, 2019 - 2:00PM – 7:00PM

PLEASE MAKE SURE THE FOLLOWING ITEMS ARE INCLUDED WITH APPLICATION:

- Vendor Fee: **\$200 must be included with your application.**
- Permit(s)
- Insurance coverage

SETUP

- LOCATION: Minot International Airport on the SE side of building
- All vendors are responsible for setup by 12:00PM at the latest.
- Setup area is assigned by DTAM.
- All vendors must provide their own extension cords as needed.
- Parking allowed only in designated food truck area.
- All food trucks and food stand vendors are subject to a **First District Health Unit** inspection prior to the event. This inspection will be conducted by a representative of the First District Health Unit and is not affiliated with DTAM or the Spirit of the Plains Airshow.

Please initial each of the following items indicating that you understand and agree:

_____ I have a Truck or Stand that has a **current** City of Minot Business License to sell food.

_____ I will bring my own generator and understand that one will not be provided.

I UNDERSTAND AND AGREE TO ALL OF THE TERMS AND CONDITIONS FOR PARTICIPATING IN THE SPIRIT OF THE PLAINS AIRSHOW.

VENDOR Signature: _____ Date: _____