

2018 FOOD VENDOR APPLICATION

HARRISBURG CITY POOLS

Vendor Requirements:

- Vendors are required to provide a 2018 vendor license or provide a copy of intent to file for vendor license.
- Hours of operation:
 - Tuesday- Sunday
 - 11:30am-6:30pm
- Employees must be 15 years old.
- Employees must provide the following up-to-date clearances or certifications:
 - Pa State Criminal History Clearance
 - Child Abuse Clearance
 - FBI Clearance
 - Mandated Reporter Certification
- Staff is required to be in uniform at all times.
- Uniformed staff is allowed within the food prep area; guests of staff must pay for entry into pool facility.
- Concession stand and servicing area must be cleaned at the end of each day.
- **SOCIAL MEDIA:** The City of Harrisburg has adopted a new policy for use of social media which will apply to the approved vendor and employees while working at our facilities. Training is mandatory.

Fees:

- \$200 Check or Money order is required for rental payment.
- **\$250 Security Deposit:** Money order or check is required once approved as selected vendor.
- Security Deposit is refundable pending inspection during and end of the season.

Electric Rules & Regulations:

1. The City of Harrisburg reserves the right to disconnect power to any vendor that is not in compliance with these rules, City / State / Federal codes, or that poses a safety hazard. The City will not be responsible for any damage to electric equipment or loss of food or revenue as a result of power being disconnected.
2. All electric cords used must be heavy duty outdoor rated 10/3 grounded cable.
3. All extension cords used outdoors but include a GFCI device on the cord.
4. Any electric cord or hose that are run over a hard surface (sidewalks, pathways or roadways) must be run in a cord ramp. **Taping cords down is no longer an approved method.**
5. Per National Electric Code all extension cords are for temporary use and must be removed and stored when not use. (All cords must be removed each night)
6. Per National Electric Code power strips may not be used in a commercial application. If multiple outlets are needed the vendor must use an extension cord with a build in multiple outlet.
7. Extension cords must be connected directly to a building outlet. Multiple extension cords can't be connected together.

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FOOD VENDOR INFORMATION:

Business Name: _____

Vendor License: _____ Date: _____

Health Inspection: _____ Date: _____

Insurance Co: _____

Corporate/Federal Tax I.D Number: _____

Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: (Day) _____ (Cell) _____

E-mail **(Required)**: _____

Do you have a food cart, slushy machine, cotton candy or popcorn machine? _____

Preferred Location (please circle): Jackson Lick Pool/ Penn National Pool/ No Preference/ Both

If you are chosen for an interview be prepared to bring samples of the food you will be selling.

Employees: Must be 15 years of age or older.

Name: _____ Age: _____ Cell: _____

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Name: _____ Age: _____ Cell: _____

FOOD ITEMS AND COST:

Food items to be sold:

Price of item:

- | | |
|----------|-------|
| 1) _____ | _____ |
| 2) _____ | _____ |
| 3) _____ | _____ |
| 4) _____ | _____ |
| 5) _____ | _____ |

Do you have previous food vending experience? Yes or No

If yes, please list them:

Note: Parks and Recreation will consider you for other City hosted events.

Please submit of completed application, attach your menu and upload a photo of your stand/brand.

Submit to:

Katie Sprich at sksprich@harrisburgpa.gov

Questions? Call (717) 255-3020

10 North 2nd St. Suite 401

Harrisburg, Pa 17101

A simple menu is the key to success at the City pools!

Submitted by:

Date:

