



TRUCKS TAPS AND TUNES

Vendor Information 2021

The Essex Experience is proud to announce our 3rd season of the Trucks Taps and Tunes! After a year of scaled back food truck events, we're excited to be going into this summer bringng back the ol' Beer Trailer. Our green is actually expanding again, and we're building a stage! This summer is going to be a big one!

Every Wednesday, between 500 and 1000 people come to The Essex Experience to enjoy family friendly live entertainment, cold beer, and delicious food. We have some stellar programming in store for this year's event and we can't wait to share in the festivities with you all. .



TRUCKS TAPS AND TUNES VENDOR INFORMATION

Thanks for your interest in this summertime series. Please find pertinent information below regarding event logistics as well as vendor expectations. To be considered as a Trucks Taps and Tunes vendor this year, please fill out an application and submit by April 30th.

IMPORTANT DATES

- 04/01/2020: Application window OPENS
- **04/30/2020: APPLICATIONS DUE**
- 05/15/2020: Acceptance Notices for 2021 vendors
- 06/16/2020: TTT Begins
- 08/25/2020: TTT Stop Ends

EVENT SITE

The location of this event contributes to the experience and creates a unique atmosphere. Homed at the former Essex Outlets plaza, The Essex Experience is reclaiming retail spaces and turning them into a cultural center. The parking lot we occupy serves many of our campus partners during the day. Though they expect and look forward to Trucks Taps and Tunes each week, we must do our best to limit impact on their business. Because the location makes this event so cool, we'd like to keep it here -- but we need your help to do so! We need to keep the event tight, efficient, professional, and clean, so that all our neighbors (and customers) are happy.

ENTERTAINMENT

The Double E Performance Center will work to curate live performances and art both during and after the event. If you have any ideas for entertainment or friends who may be interested in performing at Trucks Taps and Tunes in any capacity, please direct them to Info@DoubleEVermont.com.

DAILY EVENT SCHEDULE

It is important to arrive on time. Vendors who arrive late may have to forfeit their opportunity to vend that night.

4:00	Arrival to The Essex Experience
4:30	Final vendor Load-in.
5:00	Gates open.
8:00	Gates close. Outdoor bar closes
8:30	Breakdown begins. Parking lot cleared. Vendors check in with Site Manager before leaving.

FAQ

How many vendors are there?

You can expect there to be between 5-10 vendors. Due to scheduling conflicts, the number of vendors may change week to week. Trucks are added for every 125 persons on average. Similarly, we curate the list each week to prevent cross-truck competition - IE There won't be two pizza trucks in one week.

Where do I setup?

Vendors who are selected to participate in this year's Truck Taps and Tunes will be told upon arrival each Wednesday where to setup with special thought given to trucks who need electricity. Due to the dynamic nature of this event, it is unlikely that you will be assigned a permanent spot for the whole season. Because the size of each business changes from owner to owner, we ask you to please be flexible and understanding that we are working hard each week to fit all the trucks in the fairest possible way.

How do you select vendors?

Vendors are selected based on the following criteria (NOT in any order of priority):

- Experience
 - Truck Taps and Tunes gets busier and busier each season and we balance helping jump-start new enterprises with customer experience. To do this, we look for vendors with experience at other events.
- Cuisine

- We try our best to select vendors who offer different types of food. With our geographic location and local food landscape, there is always some overlap, but we do our best to differentiate, giving more choices to the customers and more opportunity to the vendors.
- Commitment
 - We look for vendors who are interested in being a part of the event all season. We know it's hard to make every Friday. Summers in Vermont are crazy busy, but those vendors who make a commitment to this event series are preferred.
- Execution
 - Because of the urban and neighborhood environment in which this series takes place, there are greater impacts than many other festival-style events. We select vendors who show they are able to adhere to TTT guidelines and respect the event site. Execution also applies to vendors who show a competence to deliver food to the customers, offer friendly, high-quality service, and who bring energy and enthusiasm, increasing the overall experience.

How much does it cost?

1. \$150 vs 15% of your Net Nightly Income, whichever is greater
2. \$50 Deposit for each week required to confirm (goes towards minimum)

The deposit helps cover the large operational costs including but not limited to:

- Permitting
- Security
- Waste management (extra pickups for trash and recycling)
- Event staff
- Advertising (social media campaigns, radio promotion on The Point, print ads in 7Days)
- Event site
- And more always comes up!

The fee helps compensate for the effort taken to organize, staff, clean, and provide resources & infrastructure.

What CAN I sell?

You can sell anything prepared in a licensed commercial kitchen that meets all city and state health standards. Feel free to change your menu week to week, add specials and increase diversity. However, full menu overhauls and general cuisine/theme changes need to be brought to our attention.

What CAN'T I sell?

Vendors are not allowed to sell alcoholic beverages of any kind. Licensing and economic feasibility require The Essex Experience to be the only purveyor of alcoholic beverages. The Essex Experience provides bar catering service to the event. If you have a beverage-based menu item (e.g. milkshake), please make a special note on your menu and/or application, as we do not allow the sale of NA beverages by vendors either.

Do I have to accept credit/debit cards?

No, there are no requirements for types of payment accepted.

What if I don't have my insurance or permit yet?

Please make a note of who you've talked to with VT Health Department and/or City of Burlington and where you are at in the process of obtaining these items. List specific meeting dates and/or upcoming inspections.

REGULATIONS

After 3 incidents where a vendor violates any of these regulations, that vendor can no longer be guaranteed any further dates at this TTT season or following seasons.

PUNCTUALITY

- You must arrive on site no later than 4:30pm. This punctuality is crucial- when you are late, you inconvenience all vendors, not just yourself.
- If you arrive later than 4:30PM, we cannot guarantee your participation at that weeks event. You will still be required to pay the weekly fee

ABSENTEE

- Vendors must attend all dates at which they agree to vend.
- If you cannot attend a date you signed up to vend, you MUST notify us by the previous FRIDAY at noon
- Barring any emergencies, If you do not attend and do not give us advance notice by Friday, we cannot guarantee your TTT dates any further .

LEAVE NO TRACE

- Do not leave ANY footprint at the event.
- Vendors are responsible for the grounds below their set up AND around it in a 6 foot radius. No dumping ice, leaving ketchup spills or food debris.
- Your area is expected to look spotless.
- If there is oil, food or leftover trash of any kind vendors are subject to a \$50 fine.

CONDIMENTS AND UTENSILS

- All vendors must bring napkins.
- All vendors must supply all the utensils and condiments necessary for your food. We STRONGLY recommend recyclable/compostable dining ware.
- If there are regular complaints by other vendors of customers taking their supplies for your food, then you must start supplying the necessary supplies yourself.
- Please use plastic containers (no glass) for condiments.

POWER

- **The venue can provide limited power. Please mark on your application what your power need is. We cannot provide for all**
- Diesel generators are not allowed.

MEAL TICKETS

- Vendors will accept up to 3 free meal tickets from staff/guests of the event. These will come in the form of a meal voucher/ ticket that is not reimbursed
- TTT staff will be able to skip the lines to get their staff meal

VENDING SPOTS

- There are no assigned or guaranteed spots.
- Your parking spot at the event will be determined by the event coordinators and is subject to change weekly.

PARKING

- Vendors can park in our lot
- Vendors and any staff cannot park in the event.

PARTICIPATION

- All vendors will remain open and selling food until 8:00pm. Please have something of substance (not just a side item) available until that time.

CHECKOUT

- Vendors will not leave the event until they are checked out by the Site Manager.
- Check out includes settling any payment and ensuring your area is clean.
- The vendor is still responsible for any spills or trash not found immediately the night of the event.

SUGGESTIONS FOR SUCCESS

- Big Menu Signs: Make sure people can see what you are offering. This attracts customers and keeps your line moving.
- Built-in Lighting- It gets dark at night, keep yourself illuminated! If you look open, then people will keep coming!
- Serve at least one substantial food item- not just a side- till 8:00PM. Who doesn't want one more hour of service that's busy? The only way to build that last hour of service is to create the expectation of getting a decent meal after 7PM- and not just the dregs.

ONCE YOUR APPLICATION IS ACCEPTED WE WILL SEND YOU AN OFFER WITH A SIMILAR DOCUMENT FOR YOUR SIGNATURE. EVENT DEPOSITS ARE DUE ONE WEEK PRIOR TO YOUR EVENT, OR MAY BE PAID IN FULL FOR MULTIPLE EVENTS UPON SUBMISSION OF YOUR VENDOR AGREEMENT.