

GBFTC Application (due 3/17/23)

Legal Business Name / DBA	
Owner Name	
Address	
City, State, Zip	
D.O.B.	
Cell Phone (contact during rally)	
Email	
WI Sellers Permit Number	
Length & Depth of truck/trailer (include tongue)	
Website	
Facebook	

**Full name and D.O.B. needed for background check if requested by a municipality or host. All info is confidential. It will only be viewed by the board and will not be shared.

ELECTRICAL

For membership you must be 100% self-sufficient and have your own power source. Only whisper quiet generator(s) are allowed. If you have a generator that does not qualify as whisper quiet, under 70 Decibels dB(A), you will be asked to make the needed corrections before you can participate in a rally. There are some municipalities that will require us to use their electrical source. You will need your own power cords for hook up to your truck in the event that electricity is provided by a venue. A 100' extension cord should be sufficient (have proper ends and connections). Initial _____

Please fill out **all** electrical requirements to run your truck.

Type of Equipment	Voltage	AMPS	Wattage

Green Bay Food Truck Coalition 2023 Application

Menu

Please list **all** menu items you plan to sell. Be advised the Green Bay Food Truck Coalition can and will limit some menu items if it directly competes against another food truck's main item. Anything not listed and not approved prior to an event you have been selected for will not be approved for sale. No exceptions. Initial _____

Rally Dates

Each event will have no more than 10 trucks (7 food 3 dessert max), so that each truck is profitable. Some larger events (i.e. Howard Fireworks) may have increased number of trucks. Seymour, Suamico will have less trucks because of the crowd that is expected. Each event cost is \$50 plus 5% of GROSS sales to designated non-profit unless otherwise noted.

Please select the rally dates you wish to participate in. You are not guaranteed any dates.

May Event Dates

	May 20 Seymour 10am-2pm
--	-------------------------

June Event Dates

	June 4 Bellevue 4pm-8pm		June 11 De Pere 4pm-8pm
	June 18 Badger State 4pm-8pm \$50 no %		June 25 Lawrence 4pm-8pm

July Event Dates

	July 9 De Pere 4pm-8pm		July 29 Suamico 3pm-9pm
--	------------------------	--	-------------------------

August Event Dates

	Aug. 6 Bellevue 4pm-8pm		Aug. 7 BCSO 4pm-8pm 10% only
	Aug. 13 De Pere 4pm-8pm		Aug. 27 Levitt AMP

September Event Dates

	Sept. 3 Howard 4pm-8pm 10% only
--	---------------------------------

Green Bay Food Truck Coalition 2023 Application

Rules for Rallies and Membership in the Coalition

1. The membership fee to the Green Bay Food Truck Coalition (GBFTC) is \$200 and must also be submitted with your application. Renewing membership fee is \$100 and must be submitted with your application. Failure to include membership fee with application makes the application invalid.
2. There is a \$25 non-refundable application fee to apply for **new** membership and must be submitted with your application as a **separate** check from your membership fee. Renewing applications are exempt from this fee.
3. If you are not selected for membership into the GBFTC your \$200.00 check will be mailed to the address listed on your application.
4. If interested in having your truck part of the GBFTC app the fee is based on how many trucks participate. On average the cost is about \$100-\$125. This fee is outside of the coalition fee.
5. Application to the GBFTC does not guarantee rally events. It's an application to be part of the GBFTC which includes but not limited to inclusion of the GBFTC website, social media platforms, marketing etc. **Initial**_____
6. The GBFTC does not discriminate against any person based on race, religion, color, gender, sexual orientation, national origin, disability, veteran status, or any other status or condition protected by law.
7. Membership approval is based upon GBFTC Board Members and the founding food trucks. The GBFTC in their sole discretion may reserve the right to refuse membership by any applicant for any reason.
8. All vendors must be independently owned and not an affiliate with any state, national or international franchise.
9. All vendors must serve out of a food truck or food trailer. No tent operations will be allowed.
10. All vendors will only serve food that is listed and approved in this application. If you are serving food that has not been approved, you will be asked to stop selling it immediately.
11. All vendors must have a valid Wisconsin seller's permit.
12. All vendors must have a valid State of Wisconsin Mobile Food Truck Permit or a Temporary Mobile Brown County Health Department Permit.
13. Since all state/local Health department licenses renew July 1 you will be required to email your new license by July 7, 2023. Failure to do so will result in not participating in any events (moneys forfeited) until it's received by the treasure. No one will be reminding you of this. **Initial**_____
14. All vendors must use whisper quiet generators not to exceed 70 decibels. **If your generator is deemed too loud corrections will need to be made.** **Initial**_____
15. All vendors must provide a 32-gallon garbage can (with bags) for **each** event.
16. All vendors are independent business owners and shall always have complete supervision, direction, and control over their business and are not employees of the GBFTC, markets, or GBFTC events.
17. All vendors agree to allow the use of video and photography taken by the GBFTC for promotional and advertising purposes.

Green Bay Food Truck Coalition 2023 Application

18. GBFTC is not responsible for operating your business. It is up to the individual business owners to ensure their own success. By becoming a member, you will receive event leads through our website. These leads are confidential within the membership of the GBFTC.
19. Any attempts to bypass the GBFTC because you're not participating in a particular event due to space and/or competing food options and contact that municipality/host to get into the event, this is grounds for immediate removal from the GBFTC with no refund of any fees already paid. Initial _____
20. The following documents must be included with your application: (these documents can be emailed to info@greenbayfoodtrucks.com)
 - a. Copy of Seller's Permit
 - b. Copy of Health Department Permit (county and/or state)
21. Once approved to the GBFTC you will be required to have Certificate of Insurances (COI) for the GBFTC and every venue regardless if you are participating in any events. The reason being is if we call you last minute and there isn't a COI on file for that event you would not be able to participate.
22. Each vendor be required to fill out the bottom portion of Wisconsin Revenue Form 240. This will be emailed out to you with the COI request and the event fee schedule (if any) within seven days of your acceptance to the GBFTC.
23. If you are selected for a food truck event listed above or any other event organized by the GBFTC the fee per event is a non-refundable of \$50.00, unless otherwise stated on the event list. You will be sent out an invoice for these events. Failure to pay your invoice by the due date automatically voids your participation in the events. Initial _____
24. Part of the GBFTC Mission Statement is giving back to the community. We have partnered up with area non-profits for some of our events. Each truck will donate 5% of their GROSS sales minus \$50 to the designated non-profit. For example: 1,000.00 gross sales minus \$50.00 event fee would be \$950.00 times 5% would be a donation of \$47.50.
25. Event fees payment schedule is below.

May event fees due April 30, 2023
June event fees due May 30, 2023
July event fees due June 30, 2023
August & September event fees due July 30, 2023
26. If payment is not received by above due dates, you forfeit your spot and another truck will take your place. If you are having financial difficulties, contact a board member immediately. Do not send payment for event fees you have not been selected for. Other events can and do pop up throughout the season and those will be collected for if/when the event happens. Initial _____
27. The Coalition's goal is to build relationships within the community and encourage successful food truck business in the Green Bay area. Any actions by you or your business that negatively impacts the GBFTC will not be tolerated and is grounds for immediate removal of membership from the GBFTC. Any person removed from the GBFTC will forfeit all money paid.

Green Bay Food Truck Coalition 2023 Application

Application Checklist

- Application is filled out completely
- Copy of Seller's Permit – may be emailed info@greenbayfoodtrucks.com
- Copy of Current Health Department Permit State or County (If new business/truck please indicate reason for not having current permit) – may be emailed
- Check for \$25.00 new truck application fee made payable to Green Bay Food Truck Coalition
- Check for \$200.00 new membership (or \$100 existing members) fee made payable to Green Bay Food Truck Coalition
- Initial highlighted areas
- Application is signed and dated below

I have read and agree to all terms included with this application.

Signature:	Date:
Print Name:	

Please make checks payable to Green Bay Food Truck Coalition.

All applications due by **March 17, 2023**. No applications will be accepted after this date. Drop off or send application, documents, and checks to

GBFTC
c/o The Dough Shoppe
1166 Ashwaubenon St
Green Bay, WI 54304