

# College Town Kickoff

## Food Vendor Application and Agreement

Thank you for your interest in participating in Tennessee Tech's College Town Kickoff. This event represents an amazing opportunity to welcome Tech's newest students to Cookeville and help them learn about all that our community has to offer. This one-day event will feature carnival games and attractions, live music, a fireworks display, and more.

Tennessee Tech welcomes applications to participate in College Town Kickoff as a food vendor. Not all Food Vendors will be accepted due to space constraints.



### Event Information

August 19, 2023

3:00pm-10pm

Dogwood Performance Pavilion and West Broad St. Area

By submitting this application, I, \_\_\_\_\_ (Contact Name),  
authorized representative of \_\_\_\_\_ (Business Name), agree to the terms  
and conditions below.

### Terms and Conditions

- All Food Vendors must be approved by Tennessee Tech.
- There is no fee for this event, but Food Vendors must agree to provide a discount of at least 10% to Tennessee Tech students (upon presenting the Tennessee Tech Eagle Card).
- Food Vendors must submit a certificate of insurance by August 10, 2023 with a minimum of \$1,000,000 (one million dollars) general liability insurance coverage and listing Tennessee Tech University as additional insured under their policy.
- By submitting this application, the vendor agrees to indemnify and hold harmless Tennessee Tech University and the employees and boards of Tennessee Tech University against any claim or action or any cause. Food Vendors are responsible for their own insurance under this hold harmless clause which is made a part of this agreement.
- Food Vendors must provide their own tent, trailer, extensions cords and water hose, etc. In addition, Food Vendors must adhere to all Health and Fire Department regulations related to booth set up and proper food preparation/service. The Health Dept. inspectors will be inspecting booths at a cost of \$30 per vendor. The Health Department will close the operation of Food Vendors that do not comply with regulations. They will start to inspect on Friday at 2:00pm. Please be present in your designated space at that time.
- Food Vendors are responsible for charging and paying state taxes.
- Food Vendors may set up beginning at 9:00am on Saturday, August 19 and must be vacated by 10:00pm on Saturday, August 19.

Terms and Conditions (continued)

- Food Vendors must return the area in and around their booth to the same or better condition than when they arrived.
- Tennessee Tech may ask any Food Vendor to leave the premises if this agreement is violated by the vendor.
- Food Vendors may be assigned to spaces located at the Dogwood Performance Pavilion, Broad Street, or Cedar Avenue.
- Food Vendors assigned to the Dogwood Performance Pavilion must also submit the City of Cookeville Vendor Parks Permit.

Application

Organization/Business Name:

Contact Name:

Contact Phone:

Contact Email:

Day-Of Contact Information (if different from above):

Attach List of Menu Items and Prices

Business or Organization Website Link:

Application and agreement must be submitted to [collegetownkickoff@tntech.edu](mailto:collegetownkickoff@tntech.edu) by August 9 for consideration, but applications may be accepted first-come, first-served.