



The Missoula Downtown Association presents the
23rd Annual
Out to Lunch in Caras Park
Food Vending Application & Contract

Business / Organization: _____
Address: _____
Email: _____
Contact No. 1: _____
Phone: _____
Contact No. 2: _____
Phone: _____
Food & Beverage Items to be Sold:** _____

**** No new items may be added following your contract acceptance.**

Will You:

Use a trailer? Yes No Dimensions _____

Due to space & electrical limitations, smaller trailers are preferred.

Cook over an Open Fire? Yes No

Cook with Propane? Yes No

Need Electricity?++ Yes No

How Many Electric Appliances? _____ (Please list Number)

++ No Electric Cash Registers Allowed.

If your food is not prepackaged or frozen treats, you must be able to provide an umbrella or awning under which to prepare and serve your food. ##

##Please see enclosed sanitation guidelines.

Upfront Vendor Fees (check all that apply)

MDA Member (\$250.00) \$ _____
 Not an MDA Member (\$300.00) \$ _____
 Number of appliances (\$35 per appliance) \$ _____
 220v Outlet 110v Outlet
 Tables I will rent for the season (\$65 per table) \$ _____
 Chairs I will rent for the season (\$15 per chair) \$ _____
Total Upfront Fees (enclose check) \$ _____

Out to Lunch vendors are required to submit the following documentation:

- 1.) Photocopy of your City Business License or Non-Profit Exemption.
- 2.) Photocopy of your Temporary Food Service License.
- 3.) A check, payable to the MDA, for your upfront fees.

As a vendor for Out to Lunch, you will be required to submit 7 percent of your weekly gross income to the Missoula Downtown Association. Your application is due by Friday March 30, 2008, and you must submit all the appropriate documentation. If you are not selected as a vendor for Out to Lunch, your check and application materials will be returned. **If you are unable to continue vending midway through the season, you will be required to pay a \$200 dropout fee.** Your signature indicates that you have read and understand this Application & Contract the enclosed Rules & Regulations for Out to Lunch and the Sanitation Guidelines provided by the MCCCHD. Your signature indicates that you agree to abide by the rules.

Signature of Applicant: _____

2008 Dates

**Every Wednesday
in June, July
& August from
11 am - 2 pm**

*As a vendor for Out To Lunch,
you will be required to staff the
following dates this summer:*

- June 4
- June 11
- June 18
- June 25
- July 2
- July 9
- July 16
- July 23
- July 30
- August 6
- August 13
- August 20
- August 27

*Food vendors are expected to
commence with food service at
11 am and must discontinue
service at 2 pm Vending fees shall be paid
each week, preferably by the
end of the day on
Wednesdays, but no later than
Friday of that week.*

Please make your check payable to the MDA and mail it to:

Missoula Downtown Association
218 East Main St
Missoula, MT 59802
Phone: 543-4238
Fax: 543-9831

DEADLINE: March 30, 2008

Guidelines for MDA Vendor Selection

Each application will be reviewed on an individual basis within the following guidelines:

- Menu Selection
- Longevity of vendors associated with the program.
- Number of overall vendors
- We do not guarantee exclusivity
- Number of overall vendors with similar menu items
- Overall performance at past events
- Physical & Electrical needs.
- Will vendor's presence enhance the community event
- MDA Membership. As it is a community event, we are not limited to MDA members or businesses in the Downtown core. However, membership status of the vendors and their past history of supporting the MDA will be considered
- Vendor must comply with all applicable city/county/state licensing and health regulations
- We reserve the right to not include any vendor based on past performance and compliance with expectations of the overall event