

Aquatics Department: Outdoor Pools

2021 Mobile Food Service Request Form

Company name _____

Contact person _____

Phone _____ Email _____

Type of booking: One time visit Recurring visit

The rental season runs from May 29, 2021 (Memorial Day weekend) to September 6, 2021 (Labor Day weekend). *Please review the attached Food Truck Event Contract and list of available pools.

- \$50.00 nonrefundable application fee
- A Certificate of Liability — Vendor shall maintain the following insurance policies during the term of this contract. Broad Form General Liability \$2,000,000 combined single limit for property damage and bodily damage; Business Automobile \$1,000,000 combined single limit for property damage and bodily injury; Workers compensation statutory limits; and an umbrella of at least \$2,000,000. Columbia Association shall be listed as an additional insured and certificates of insurance verifying the required coverage shall be furnished to CA at the time of application. The insurance policies shall require CA be given 14 days' notice of cancellation.

The Certificate will need to add the Columbia Association, Inc., 6310 Hillside Court, Columbia, MD 21046 as in "additional insured" onto the policy. The certificate will also need to have the following information under the "Description of Operations/Locations/Special Provisions" section:

Reference the Property: ***Outdoor Pool Parking Lots***

Reference the Event: ***Mobile Food Vending***

- Copy of valid Howard County Food License or copy of a valid Mobile Reciprocity License from Howard County. Additional information can be found on the Howard County Department of health website, <https://www.howardcountymd.gov/Departments/Health/Environmental-Health/Food-Protection-Program>.
- A copy of your W-9 Tax Form.
- Requested Dates, Locations, and Times, Food Trucks may reserve 1 time per weekday and 1 time per weekend day per pool. Application Processed as Received. Please list your top 2 pool location/times preferences.
- Special Rules:
 - No open grills allowed and all generators must be encased.
 - No alcohol may be served on CA property.
 - Parking spots are clearly marked "Food Trucks" are double wide and measure approximately 16-18.5 feet long.

Signature _____ Date _____

Please return completed applications to:

Columbia Association Aquatics Department

Attn: Rental Request

9450 Gerwig Lane

Columbia, MD 21046

Email: Aquatics.rentals@ColumbiaAssociation.org

Phone: 410-312-6332

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2021 Mobile Food Service Requirements

The Columbia Association Aquatics Division offers mobile food service vendors the opportunity to provide food service in our outdoor pool parking lots during the summer outdoor pool season.

Mobile Food Service Vendors:

Mobile Food Service vendors who wish to provide food service at Columbia Association pool parking lots. Service is limited to pool operating hours. Mobile food service vendors can reserve space through the Aquatics Office and use the pool parking lot designated spot 1 time per weekday and 1 time per weekend day per week. Applications are processed in the order they are received.

General Information:

- The outdoor pool season runs from **May 29th (Memorial Day weekend) to September 6th (Labor Day weekend)**. The process for booking summer Mobile Food Service operations will begin in mid April.
- Mobile Food Service is restricted to outdoor pool parking lots and limited to 1 time per weekday and 1 time per weekend day per week per pool.
- Reservation requests along with the completed packet plus a \$50.00 nonrefundable application fee must be submitted to the Columbia Association Aquatics office for consideration.
- No open grills allowed and all generators must be encased.
- No Alcohol may be served on CA Property.
- Parking spots are clearly marked "food trucks" are double wide and measure approximately 16 to 18 feet wide x 18.5 feet long.
- Mobile Food Service vendors must comply with all Howard County Health Department mobile food service requirements as detailed in the following link
https://www.howardcountymd.gov/LinkClick.aspx?fileticket=v_UYz3SAzfE%3d&portalid=0.
- Available pools for summer 2021: Clemens Crossing, Dickinson, Dorsey Hall, Hawthorn, Hobbit's Glen, Hopewell, Huntington, Kendall Ridge, Longfellow, Phelps Luck, River Hill, Running Brook, Stevens Forest, Swansfield and Thunder Hill.

Payment Information:

A \$50 non-refundable application fee.

Any rental additions or changes after the initial application will only be done if space is available and subject to an additional booking fee of \$50.00.

Mobile Food Service Vendor Checklist:

Complete the following forms and forward to the Aquatics Office:

- A Mobile Food Service Request Form to include dates and requested locations (signed, dated and completed).
- A Certificate of Liability insurance naming the Columbia Association as a certificate holder for all dates.
- Copy of valid Howard County Food License or copy of a valid Mobile Reciprocity License from Howard County.
- A copy of your W-9 Tax Form.
- A \$50 non-refundable application fee must be included.

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2021 Mobile Food Vendor Insurance Requirements

- A Certificate of Liability - Vendor shall maintain the following insurance policies during the term of this contract. Broad Form General Liability \$2,000,000 combined single limit for property damage and bodily damage; Business Automobile \$1,000,000 combined single limit for property damage and bodily injury; Workers compensation statutory limits; and an umbrella of at least \$2,000,000. Columbia Association shall be listed as an additional insured and certificates of insurance verifying the required coverage shall be furnished to CA at the time of application. The insurance policies shall require CA be given 14 days' notice of cancellation.
- The Certificate will need to add the **Columbia Association, Inc., 6310 Hillside Court, Columbia, MD 21046** as an "additional insured" onto the policy. The certificate will also need to have the following information under the "Description of Operations/Locations/Special Provisions" section:
Reference the Property: ***Outdoor Pool Parking Lots***
Reference the Event: ***Mobile Food Vending*** include CA as an additional insured with the vendor, as its interest may appear.