

**FOOD CONCESSION  
APPLICATION**

Contact Person's Name: \_\_\_\_\_

Name of Concession: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone (Day:) \_\_\_\_\_ (Evening:) \_\_\_\_\_ (Fax:) \_\_\_\_\_

Email: \_\_\_\_\_

**FOOD ITEMS:**

(Please list the principal items you have for sale and their prices, or attach your menu with prices)  
Note: River Parks Authority retains sole and exclusive beer concessions and the right to sell carbonated beverages and water. Concessionaires are specifically prohibited from selling these, but may sell non-carbonated beverages (iced tea, lemonade, coffee, etc.) Concessionaires may sell sport drinks. However, you may only do so in accordance with the product sponsor of that event.

Items

Prices

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**SPACE NEEDED & ELECTRICAL:**

Size of trailer: \_\_\_\_\_



Events You Wish to Work:

1. \_\_\_\_\_ 4. \_\_\_\_\_  
2. \_\_\_\_\_ 5. \_\_\_\_\_  
3. \_\_\_\_\_ 6. \_\_\_\_\_
- 

*If accepted as a concessionaire for River Parks events, you must meet the requirements specified on the attached sheet.*

*River Parks Authority retains sole right to allow any concession to operate within the park. This form is not a contract and implies no authorization to work any River Parks event. If you are accepted, you will receive a written concession contract for that event.*

CONCESSIONAIRE'S  
SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

**FOOD CONCESSION APPLICATION  
CONCESSIONAIRE'S INFORMATION**

Name of Your Concession: \_\_\_\_\_

Please list at least three festivals or events that you have participated in during the last year.

---

1. Event Name: \_\_\_\_\_

Event Location (City): \_\_\_\_\_

Event Contact Person: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_

---

2. Event Name: \_\_\_\_\_

Event Location (City): \_\_\_\_\_

Event Contact Person: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_

---

3. Event Name: \_\_\_\_\_

Event Location (City): \_\_\_\_\_

Event Contact Person: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_

---

4. Event Name: \_\_\_\_\_

Event Location (City): \_\_\_\_\_

Event Contact Person: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_

## **POLICIES GOVERNING FOOD CONCESSIONS**

*(Please keep this information for your reference.)*

### **1. Health Department Requirements**

The concessionaire agrees to comply with the Tulsa City-County Health Department requirements for temporary food service operation, including inspection and/or licensing.

### **2. Commission**

The Authority will charge the concessionaire 20 percent of gross sales, payable within ten days of the Event.

### **3. Beverages**

River Parks Authority retains sole and exclusive right to beer concessions and to sell carbonated beverages and water. Concessionaires are specifically prohibited for selling these, but may sell non-carbonated beverages (iced tea, lemonade, coffee, etc.) Concessionaires may sell sport drinks. However, they may only do so in accordance with the product sponsor of that event.

### **4. Insurance Requirements**

During the life of the Concession Contract, the concessionaire shall, at its own expense, maintain in full force and effect, insurance policies written by an insurance company authorized to do business in the State of Oklahoma, in such form and with such endorsements as shall protect Authority against any and all damages, loss, claim, or expenses resulting from the operation of this concession by the concessionaire.

Specifically, the concessionaire shall maintain insurance in the following amounts:

Worker's Compensation, if applicable: Statutory  
Employer's Liability, if applicable: \$100,000 each accident

Comprehensive General Liability:

Bodily Injury, \$175,000 for individual any single accident;  
Bodily Injury, \$1,000,000 multiple claimants any single accident;  
Property Damage, each accident, \$50,000;  
Product Liability Insurance: same as Bodily Injury.

SAID POLICIES MUST SPECIFICALLY NAME THE FOLLOWING THREE ENTITIES:

1. River Parks Authority, Tulsa, Oklahoma
2. City of Tulsa, and
3. Tulsa County

as ADDITIONAL INSUREDs thereunder and until such policies of insurance reflecting such coverage has been submitted to and approved by Authority, the concession contract shall be without force or effect.

## **5. Indemnification**

River Parks Authority, City of Tulsa, and Tulsa County will not be responsible for any accident, damage, theft, or any loss to any person or article employed by or in the possession of the concessionaire while on the grounds of the River Parks Authority.

## **6. Prohibited Acts**

Vendors are prohibited from certain acts. These acts include the display, advertising and/or selling any prohibited items (such as drug paraphernalia, weapons, or other items listed in Title 26, Chapter 1, as prohibited in parks.) at events held on the River Parks Authority property.

## **7. Electrical Issues**

Any electrical damages done to the River Parks Authority's electrical infrastructure and/or equipment as a result of a vendor's act or omission will be the vendor's responsibility to reimburse the River Parks Authority for the damages. The vendor will be notified within 5 working days of the problem.

**The River Parks Authority's Licensed Electrical Contractor will perform ALL hardwiring!** Vendors are **PROHIBITED** from hardwiring any items to the River Parks Authority electrical infrastructure and/or equipment.

**RIVER PARKS AUTHORITY  
CONCESSIONAIRE RECEIPT OF PAYMENT**

Concessionaire Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_

**NOTE: Must be  
 returned to RPA  
 within ten days of  
 event . . . thank you!**

This is a statement of sales made by: \_\_\_\_\_

During \_\_\_\_\_ on \_\_\_\_\_  
 (Event Name) (Event Date)

ITEM SOLD	PRICE CHARGED PER UNIT	NUMBER OF UNITS SOLD	TOTAL INCOME
<b>GRAND TOTAL</b>			

  X 20%  

(Equals Commission to RPA) = \_\_\_\_\_  
 (Plus Ice, etc. Owed to RPA) + \_\_\_\_\_  
 (Minus RPA Food Coupons\*) - \_\_\_\_\_  
**TOTAL DUE TO RPA =** \_\_\_\_\_

(\*NOTE: RPA Food Coupons must be completely filled out, including the signature of coupon bearer, or RPA will not redeem them.)

BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
 Concessionaire's Signature

COMMENTS: \_\_\_\_\_