

**Member Guidelines**  
**For**  
**Richmond Food Truck Association, Inc.**

- All vendors are required to have Health Department approval, and necessary Licenses required by State and Local Governments. Although not required, Serve-Safe Certificate is recommended.
- All vendors are required to maintain a General Liability policy for their own company that meets all local and State requirements.
- All vendors are required to have an active Social Media Account or Website.
- Each vendor's Primary Enclosed Unit must be no less than 10 feet long.
- Each vendor is responsible to present their business in a professional and presentable standard. Failure to do so may result in suspension or termination as outlined in Section 2.11 of the Bylaws. If the Board determines that a member has demonstrated misconduct, that member may be subject to termination if not resolved through Board mediation.
- Vendors will be subject to the following costs:

The membership dues are \$250 if paid by end of day Friday, February 2nd, 2018. Fees will increase to \$300 thereafter. For membership applicants with multiple units of more than one concept (i.e. one company owning a Mexican unit & a BBQ unit) - There will be a \$250 additional fee for each concept operated under the primary membership entity. Each business entity will be required to have a separate membership.

Yearly renewal dues will be based on the costs of the organization's year end accounting costs, licensure renewals, insurance premium adjustments, marketing and advertising costs and other associated costs; which may change from year to year.

**By signing below you agree to adhere to All Federal, State, and local regulations as well as the Requirements and Rules set forth by Richmond Food Truck Association, Inc. for your business. Failure to do so may result in permanent dismissal from the organization, with no refund of monies paid to the organization.**

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Name Business Date