



How to be a Food Vendor

If you are interested in becoming a Food Vendor please fill out the enclosed application. We're always looking for new and exciting food here at the Lafayette Jockey Lot. If you have an item or type of food not currently being sold, we welcome your application. If you are interested in selling products that are currently being sold, we still welcome your application, however we only add similar products when we deem the Lafayette Jockey Lot can handle more than one Food Vendor that sells similar items. We do this so that everyone can remain profitable.

Any food or drink items that is consumed on premise is considered a concession. To sell concessions at the Lafayette Jockey Lot you must be an approved Food Vendor. Food Vendors are required to pay a percentage of their gross sales to the Lafayette Jockey Lot. Percentages can range from 15% to 40% depending on items sold, location, utilities, etc. The average commission is around 20%. The minimum payment for a Food Vendor is 3 times the booth rental of spaces taken. Example; if you have a 20ft trailer and your percentage was set at 20% gross sales. Then minimum weekly payment would be $\$24.00 \times 2 \times 3 = \144.00 per weekend. A Food Vendor would have to have gross sales in excess of \$720.00 a weekend for the percentage to take effect.

Other Food Vendor Requirements

- Food Vendors are required to have a cash register that can be Zed out at the end of the day for gross sales.
- A Lafayette Jockey Lot employee will check Z out every Saturday and Sunday afternoon.
- Every customer must be issued a receipt.
- All Menu changes and price changes must be sent to management for approval.
- Food Vendors are expected to keep their area extremely clean and have great product.



- Each Food Vendor must carry half a million dollar liability insurance policy or more.
- Food Vendor is responsible for keeping a current permit from the State of Louisiana Department of Health and Hospital and required to abide by all State regulations.
- Lafayette Jockey Lot encourages food to be at an affordable price for families. Lafayette Jockey Lot does not tolerate price gouging or carnival pricing.
- Each Food Vendor is responsible for all federal and local taxes.
- All Food Vendors must have hours of operation approved by the Lafayette Jockey Lot and adhere to those hours.
- Motto of all Food Vendors at the Lafayette Jockey Lot should be "Great Food at a Great Price".
- All other policies and rules of the Lafayette Jockey Lot also apply to food vendors. Please refer to Lafayette Jockey Lot Guidelines.
- A food vendor is a week to week rental and may be extended by either party with one week notice.
- No subletting is permitted. All food vendor rights are personal and cannot be transferred to another food vendor without the express permission of the Lafayette Jockey Lot.

Currently the Lafayette Jockey Lot has two permanent food concession stands and six spaces for permanent food trailers. If your application is approved by the Lafayette Jockey Lot and Permanent Food Vendor space is available, you may then pick up an application from the office for Department Of Health and Hospitals.

The Lafayette Jockey Lot also has spaces for mobile Food Vendors. If your application is approved by Lafayette Jockey Lot you must have a permitted mobile concession trailer that meets the DHH requirements. DHH mandates that the trailer be removed nightly from the premises and the commissary for the mobile unit must be no more than 50 miles away. All mobile units are to be completely self-contained. *(Requirements are listed on page 3)*



Here are the Louisiana DHH Requirements for Mobile Vendors

- 3 compartment sink that will accommodate the largest piece of equipment
- Hand-wash Sink
- Hot and cold water under pressure from a holding tank
- Smooth ceiling, floors and walls
- Steam Table/coolers at 41 F
- Waste water tank 15% larger than the size of water holding tank
- Thermometers in coolers and product thermometers to check internal food temperature
- Sanitizer and sanitizer test strips
- Soap and paper towels at handwash sink
- Serving window (cannot serve from entrance door and leave door open)
- Vehicle must be completely enclosed
- Provide a commissary (Permitted establishment that will allow vehicle to be returned to at the end of each day for disposing waste, cleaning mobile unit, and storing supplies)
- Mobile vehicle must be brought to Health Unit for inspection ready to operate.
- Mobile vehicle must be returned to commissary at end of each operation day.

If you have any questions that we are unable to answer please contact Tammy Archille, Sanitarian Assistant Manager, with Office of Public Health Department of Health and Hospital at 337-262-5616 ext 170, 320 W. Willow Street, Bldg. A, Lafayette, La 70501. You may download the Food Vendor Application below and email it to info@lafayettejockeylot.com or you may mail your application to 3011 N.W. Evangeline Thwy, Lafayette, La 70507. For any questions or concerns please call us at (337) 236-3532.



Lafayette Jockey Lot Food Vendor Application

Business Name

Date of Application

Name (Last, First, M.I.)

Address

City, State, Zip

Alternative Address

City, State, Zip

Home Phone

Mobile Phone

Email

Date Available

Tax ID#

1. Have you had previous food experience? Yes No

If Yes, please explain

2. Are you currently in the food industry? Yes No

If Yes, where?

3. Do you or have you owned your own restaurant before? Yes No

If Yes, please explain

4. Do you have a concession trailer? Yes No If yes, please attach/send a picture of trailer.

5. Is the concession trailer Louisiana DHH approved? Yes No If not, the trailer must be Louisiana DHH Approved.

6. Do you have a state food safety certificate?? Yes No

Items to submit with Application:

A menu with price, the hours of operation must be submitted with your application.

A picture of your concession trailer or a picture of the proposed new concession trailer

Vendor Signature

Date

Lafayette Jockey Lot Flea Market Representative

Date