



# Germantown Avenue Food Truck Festival

## Instructions for FOOD VENDORS

*Date: Saturday, September 12, 2026 | 1:00 – 6:00 PM (Rain Date: September 13<sup>th</sup>)*

*Location: 5400 Block Germantown Avenue, Philadelphia, PA*

*Theme: Flavor, Fitness & Festivities – A Celebration of Food, Culture and Healthy Living*

### Festival Day Logistics

#### **Space Assignment:**

Each food truck will be allocated a space measuring **25 ft (length) x 10 ft (width)** on the 5400 block of Germantown Avenue. Space will be clearly marked and assigned in advance.

#### **Arrival Time:**

All food truck operators must **arrive no later than 11:00 a.m.** for setup. Vehicles arriving after this time may not be admitted.

#### **Duration of Participation:**

Vendors are required to **remain on site until the end of the festival at 6:00 p.m.** Early departure is not permitted for safety and traffic control reasons.

#### **Generator Use:**

If using a generator, please ensure it is quiet-running and does not emit excessive fumes or noise. Deep frying operations **require prior approval** and submission of an **Oil Recycling Plan** to the Philadelphia Department of Health.

### Philadelphia Department of Health Requirements

To serve food at the Festival, vendors must comply with the **Philadelphia Department of Public Health's Special Event Temporary Food and Beverage Vendor Guidelines**.

#### **Application Requirements:**

- Submit a [Temporary Food and Beverage Vendor Application](#) for this specific event.

#### **Menu Approval:**

- Changes to your menu must be submitted **at least 5 days prior** to the event.

#### **Deep Frying:**

- Deep frying is **not permitted** unless:
  - Approved in advance by the Achievement Foundation, and
  - An **Oil Recycling Plan** is submitted and approved by the Health Department.

**Off-Site Food Prep:**

- All food prepared off-site must come from a **licensed and approved commercial kitchen** with a passing inspection within the last 14 months.
- If your kitchen is located outside Philadelphia, you must submit:
  - A valid food license, and
  - A recent inspection report.

**Application Fees (based on square footage):**

<b>Food Service Size</b>	<b>Fee</b>
• 200 sq ft or less	\$48.00
• 201–350 sq ft	\$90.00

*Note: Your serving size should be less than the 25x10 sq ft of allocated space. We recommend multiplying the length of your vehicle by 10ft.*

**Fee Payment:**

Once approved by the Health Department, an invoice will be sent via email with payment to be submitted online.

**Application Deadline:**

- Applications should be submitted **at least 30 days prior** to the event.
- Applications received **less than 15 business days prior** may incur a **\$65 late fee** and risk not being approved.

**Prohibited Items**

- Cannabis-infused foods or beverages (including CBD, THC, Delta 8, etc.) are strictly prohibited and will not be approved for sale or distribution.

## Licensing Process

Once your application is reviewed:

- You will receive an **Operation Eligibility Certificate (OEC)** and **License Eligibility Report (LER)** from the Health Department.
- These documents are required to apply for a food license through the **Department of Licenses and Inspections (L+I)**.
- The vendor is responsible for submitting applicable license fees to L+I in order to receive final approval.

## Checklist for Participation

- Complete a [Vendor Interest Form](#)
- Submit [Payment](#) to The Achievement Foundation.
- Complete and submit [Temporary Food and Beverage Vendor Application](#)
- Receive and retain all issued certificates and licenses

## Questions

For general vendor inquiries:

**The Achievement Foundation**

secretary@theachievementfoundation.org

For Health Department compliance:

**Philadelphia Department of Public Health – Environmental Health Services**

www.phila.gov/food-vendors

215) 685-7495