



Grand Rapids Food Truck Association

MEMBER APPLICATION

www.foodtrucksGR.com | GRfoodtrucks@Gmail.com

Welcome and thank you for your interest in joining the
Grand Rapids Food Truck Association.

Food Trucks started gaining popularity in Grand Rapids, MI around 2015. To help facilitate that growth, a coalition of small business food truck owners and operators banded together to form the Grand Rapids Food Truck Association (GRFTA). Officially gaining nonprofit status in 2016 as a 501(c)6.

Working closely with its collaborative partners GRFTA has been able to help safely shape food truck culture in Grand Rapids through the adoption of a new city food truck ordinance. Today GRFTA continues to serve the greater Grand Rapids area by providing Advocacy, Education and Support within the local food truck industry and community which we serve. We are excited that you are looking to join and help further that community.

All members of the Grand Rapids Food Truck Association are expected to operate their business with the highest quality of service, follow our code of conduct, operate their business within the rules and regulations set forth by the city of Grand Rapids. Through this belief we strive to create a space that makes our food truck members the most sought after food trucks to book for caterings, events and festivals. As a potential member you too will be expected to uphold these guidelines.

The following pages you will find our Application and Code of Conduct. Please fill out and sign both items, and return them along with a copy of your city of Grand Rapids Food Truck License, Copy of your current Health Dept license, Certificate of Liability Insurance (can be the same form you send to the city of Grand Rapids with your license application), a picture of your truck/trailer, and several picture of the items you offer. Once your application is received, it is presented to all of our members and a vote of acceptance is taken. This process can take a week or longer. At which time we will reach out and inform you of the decision that was made.

We certainly hope that you will consider joining the Grand Rapids Food Truck Association and not only help your business grow, but also help our local food truck community grow.

Welcome;

**GRFTA Board of Directors and
all its members**



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Simple requirements in order to join and be a member of the
Grand Rapids Food Truck Association.

✓ **Meet our definition of a "Food Truck" which is as follows:**

For the purposes of this organization, a "food truck" is defined as an enclosed, self-contained food service operation, located in a readily move-able motorized wheeled or towed vehicle, performing a food service operation, and capable of preparing and/or serving food in individual portions. The Board shall have the sole authority to determine whether a vehicle meets this definition for purposes of membership in the Association. Unfortunately tent & cart operations do not align with our organizations definition of "Food Truck"

✓ **Must hold a current City of Grand Rapids Mobile Food Vending Truck license:**

This license is in addition to state licenses (STFU or Mobile Vending). City of Grand Rapids Mobile Food Vending Truck License is obtain through the Grand Rapids City Clerk, application, license & inspection.

✓ **Must carry current liability insurance**

✓ **Hold a current Health Department License**

✓ **Application window for membership is open from
May 30th - Dec 31st**

✓ **Any application received between Jan 1st - May 29th will be held for
review until May 30th.**



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Thank you for your interest in the Grand Rapids Food Truck Association (GRFTA). GRFTA's mission and values are Advocacy, Education & Support for licensed Food Truck owners within the Grand Rapids Community. In addition to expanding food truck culture within our local community.

There is no fee to apply. You will be contacted by a membership representative upon receipt of your application packet. Membership dues are \$25 a month billed annually. (\$300 a year) First years dues are paid upon acceptance. Second year is prorated based upon the month you sign up. Dues run January - December. All membership dues are non-refundable.

BUSINESS INFORMATION

BUSINESS OWNER/RESPONSIBLE PARTY:

BUSINESS/TRUCK NAME:

MAILING ADDRESS:

CITY, STATE, ZIP:

CONTACT NUMBER:

EMAIL ADDRESS:

Upon approval of your membership, your contact information will be shared with other food truck operators. Please check here if you DO NOT want this contact information shared with the public.

INTERNET AND SOCIAL MEDIA INFORMATION

WEBSITE:

FACEBOOK URL:

TWITTER HANDLE:

INSTAGRAM URL:

OTHER:

TRUCK INFORMATION

WHEN DID YOU OPEN:

DESCRIBE YOUR MENU:

HOW WOULD YOU DESCRIBE YOUR CONCEPT TO SOMEONE YOU JUST MET?

WHY DO YOU WANT TO JOIN GRFTA?

SUBMISSION INFORMATION

A complete application packet must include:

- ✓ Membership Application
- ✓ Copy of current City of Grand Rapids Mobile Food Vending Truck license
- ✓ Copy of current health department license
- ✓ Copy of current liability insurance
- ✓ A picture of your Food Truck/Trailer
- ✓ Several pictures of the items you serve

Apply electronically:

Submit your complete application packet to GRfoodtrucks@Gmail.com with the subject "Membership Application"

Apply by mail:

Submit a printed copy of your complete application packet to:

GRFTA

122 Division Ave S, Grand Rapids, MI 49503

By signing up for membership, you are stating that you are the business owner or responsible party for the truck and you agree to the Grand Rapids Food Truck Association code of conduct.



Grand Rapids Food Truck Association CODE OF CONDUCT

www.foodtrucksGR.com | GRfoodtrucks@gmail.com

GRFTA and its members hold ourselves to the highest standard of customer service and business practices. As such all members agree to a strict Code of Conduct. So that we can best represent ourselves, GRFTA and the Food Truck Community as a whole.

- Maintain the highest standards of business conduct by using only legal and ethical means in all business activity.
- Maintain a friendly, professional, and respectful attitude towards customers, employees, associates, competitors, regulatory and law enforcement officials, event coordinators, the general public and fellow GRFTA members.
- Maintain all necessary permits and licenses and complete all necessary inspections (i.e. fire, commissary) for both Health and Vending required by the jurisdictions in which the member is operating.
- Conduct business only in locations that do not endanger any person by creating a hazard, i.e. blocking vehicle or pedestrian traffic, blocking visibility, creating a fire hazard.
- Maintain a valid business insurance policy.
- Maintain a valid Grand Rapids city permit/license.
- Make only commitments that can be fulfilled, and then make every possible effort to fulfill those commitments (i.e. parties, events). **Per the GRFTA event cancellation policy, only 3 non-deceitful cancellations will be allowed per season.**
- Refrain from making disparaging remarks or false statements about competitors and their products, customers, employees, associates, GRFTA members and regulatory and law enforcement officials.
- Respect the rights of others vendors, Food Trucks and brick-and-mortar restaurants; their intellectual property, such as patents, copyrights, trademarks and trade secrets; their location, lots and advertising; and if any innocent breach occurs, promptly address & rectify any such breach.
- Maintain a clean and aesthetically-appealing environment around your business.
- **Provide a trash can in a location that is convenient for customers to find and empty regularly as necessary; remove all garbage at the conclusion of operation.**
- Leave the area in better condition than how you found it.
- Use the GRFTA name, logo, or entity only in ways approved by or with the consent of GRFTA majority members.
- Remain current on all GRFTA membership dues.
- Use honesty in representing ourselves, our businesses and our association.
- **Members must be involved in GRFTA and show participation by attending at least 75% of our yearly meetings.**