

CHERRY BLOSSOM FESTIVAL

FOOD VENDOR PARTICIPATION INFORMATION



Sunday April 5, 11am-4pm

Join us in Columbia Park for this exciting community event!

Join us in Columbia park for this multi-cultural celebration! This is an event free to the community with an afternoon of music, entertainment and activities. We invite your food truck or booth to participate—there is no share of cost to you and the anticipated attendance is more than 1000!

What you need to participate:

1

**BUSINESS
LICENSE**

A current City of
Torrance Business
License

2

**POLICE
INSPECTION**

For Food Trucks, a
current PD Inspection

3

**LA COUNTY
HEALTH DEPT.**

Current LA County
Health Department
Permit



No share of cost to
you!



Anticipated
attendance of more
than 1000!



Promotion and Social
Media marketing of
your business at the
event provided by the
City of Torrance

Food Trucks

All food trucks must be licensed in the City of Torrance to do business within the City limits. All food trucks must do the following in order to be licensed:

1. Business Licenses:

The City of Torrance Business License Division is located at 3031 Torrance Blvd., 2nd floor, in the East Annex of City Hall; phone 310-618-5923. Forms are not available on line. If you would like a business license application emailed or mailed to you please send an email to revenue@TorranceCa.gov.

Go to the City of Torrance Finance Department - Business license division and fill out a City of Torrance business license application per food truck.

Fee: \$286 for one business license; includes state and city processing fees for a one year business license. The City of Torrance Business License Division will take cash, checks, and credit cards; there is a 2% charge for the processing of credit cards.

If you are charging tax on your items sold, go to the California State Board of Equalizations website at www.boe.ca.gov and apply for a free California State Board of Equalization Sellers Resale Permit.

2. Police Inspections:

Before doing business in the City of Torrance, all food trucks must be inspected by the City Police Department. The Torrance Police Department is located at 3300 Civic Center Drive. Inspection times are typically Monday –Friday 7:30am-9:30am and 1:00pm-5:00pm. Please make an appointment with the Traffic Division by calling 310-618-5557.

NOTE: It can take several weeks to schedule a Food Truck inspection. Please call early.

All food trucks must have current vehicle registration tags in the State of California to pass inspection.

Fee: \$75 (\$47 renewing) for a Torrance Police Department Vehicle Inspection Fee which will be good for the year the inspection takes place. The City of Torrance Business License Division will take cash, checks, and credit cards; there is a 2% charge for the processing of credit cards.

3. Los Angeles County Health Department:

All food trucks operating in Los Angeles County should already have an annual permit from Los Angeles County Health Services. Their offices are located at 122 W. 8th St. in San Pedro. Please turn in a copy of your permit with your application to participate in the Cherry Blossom Festival.

For more information, call 626-430-5500.

If you are charging tax on your items sold, go to the California State Board of Equalizations website at www.boe.ca.gov and apply for a free California State Board of Equalization Sellers Resale Permit.

Food Booths

All food booth vendors must be licensed in the City of Torrance to do business within the City limits. All food booth vendors must do the following in order to be licensed:

1. Business Licenses:

The City of Torrance Business License Division is located at 3031 Torrance Blvd., 2nd floor, in the East Annex of City Hall; phone 310-618-5923. Forms are not available on line. If you would like a business license application emailed or mailed to you please send an email to revenue@TorranceCa.gov.

Go to the City of Torrance Finance Department - Business license division and fill out an application for a City of Torrance transient business license.

Fee: \$47 for a one day business license. The City of Torrance Business License Division will take cash, checks, and credit cards; there is a 2% charge for the processing of credit cards.

2. Los Angeles County Health Department:

All food booth vendors must have a permit with the Los Angeles County Health Department. There are different fees depending on what you are doing - preparing food on site, demonstrating, or selling pre-packaged goods. Their offices are located at 122 W. 8th St. in San Pedro. Please turn in a copy of your permit with your application to participate in the Cherry Blossom Festival.

**Please note prices/fees subject to change*



*BROUGHT TO YOU BY THE CITY OF TORRANCE COMMUNITY SERVICES DEPARTMENT
CREATING AND ENRICHING COMMUNITY THROUGH PEOPLE, PROGRAMS AND
PARTNERSHIPS*

HEALTH AND SAFETY REQUIREMENTS

Concessionaires must comply with all rules and regulations as determined by the City of Torrance and the Health Department of the County of Los Angeles.

Concessionaires are responsible for setting up and maintaining attractive, clean and orderly booth spaces throughout the Cherry Blossom Festival.

Food concessionaires shall observe the following health procedures:

1. All food items, including ice, shall either be packaged or handled with clean utensils or gloves, not bare hands.
2. Hair below shoulder length shall be tied back.
3. Food handlers shall not handle money. Money shall be collected by a designated cashier.
4. All open flame equipment, such as barbecues or propane stoves, shall be placed outside of any canopied area.
5. All trash shall be collected and disposed of or recycled properly.
6. Fire exits shall no be blocked at any time.



RESTRICTION OF USE

Vendor may not sublet, assign or share any part of its assigned space without written consent of the City of Torrance.

SET UP/TEAR DOWN

Set up and arrival time will be confirmed with you by your City contact. Manual load-out may begin at 4pm. Please make sure to dispose of trash in proper receptacles.

HOLD HARMLESS

Vendor agrees to hold harmless the City of Torrance, its officers, agents and employees from and against any injury, damages, claims, actions or suit arising out of the event.

I HAVE READ AND UNDERSTAND THE ABOVE GUIDELINES AND AGREE TO BE BOUND BY THEM

(Print) Name of Concessionaire: _____ Date: _____

Signature of Concessionaire: _____ Org. Name: _____

Address _____

City _____ State _____ Zip Code _____ Phone # _____