



St Elizabeth Ann Seton
FOODTRUCK



Festival

A Knight of Food, Fun and Family

2024 EVENT PACKET

THE EVENT OF THE YEAR

The Third Annual St. Elizabeth Ann Seton Food Truck Festival

Saturday, April 27th, 3-9pm

The festival will include:

Local Food Trucks, Vendors, Live Music, Beer/Wine, Silent Auction

Kids Zone: Inflatables, Face Painting, Sweets & Treats and more!

\$5 Entry Fee. Kids 14 and Under Free includes wristband for inflatables

1300 Carolina Forest Blvd.

Myrtle Beach, SC 29579

843-903-1400 setoncatholicsc.org



SPONSORSHIP OPPORTUNITIES

OPPORTUNITY SPONSOR \$5,000+	CHAMPION SPONSOR \$2,500	SUCCESS SPONSOR \$500-\$1000	IMPACT SPONSOR \$250-\$499	FRIEND OF SETON \$50-\$100
Logo on SEAS website with back link to your website	Logo on SEAS website with back link to your website	Logo on SEAS website with back link to your website	Name listed on SEAS website	Name listed on SEAS website
Tagged posts on social media	Tagged posts on social media	Tagged posts on social media	Tagged posts on social media	
Logo on all event signage and marketing materials	Logo on all event signage and marketing materials	Logo on all event signage and marketing materials		
Logo on T-Shirt	Logo on T-Shirt	Logo on T-Shirt		
15 Admission Tickets	10 Admission Tickets	5 Admission Tickets		
10x10 Booth Area <i>Premier Location</i>	10x10 Booth Area <i>Preferred Location</i>			
Radio ad recognition				
Self promoting opportunities day of event				

TAX ID: EIN 26-1434028

SATURDAY, APRIL 27TH 3-9PM - 1300 CAROLINA FOREST BLVD. MYRTLE BEACH

For More Info Visit: SetonCatholicSC.org/SetonEvents

Questions email setonevents@setoncatholicsc.org



FOOD TRUCK/VENDOR INFORMATION

Food Trucks/Food Vendors- \$200 Entry Fee (Paid in Advance to Secure Spot)

Payment can be made online at SetonCatholicSC.org/SetonEvents

Package includes 5 free admission tickets

Logo recognition on SEAS website with link back to your website, tagged social media posts, logo on event banner, mentions in radio ad.

NON Food Vendors- \$75 Entry Fee - 10x10 Spot (Paid in Advance to Secure Spot)

Payment can be made online at SetonCatholicSC.org/SetonEvents

Package includes 5 free admission tickets

Logo recognition on SEAS website with link back to your website, tagged social media posts.

SPACE IS LIMITED SECURE YOUR SPOT TODAY! NO REFUNDS ON ENTRY FEES

All Vendors and Trucks Should Be Self Sustaining. **No Electrical, Tables or Tents Provided.**

An event coordinator will be in touch prior to the event with set up instructions and important info.

Insurance Coverage Requirements

1. Certificate of Liability Insurance Information: (Example Form Included in This Packet)

Participating Trucks are required to have adequate General Liability and Workers Comp insurance coverage for the duration of the event. Proof of insurance is required in the form a Certificate of Liability from the insurance carrier. The general liability required coverage is \$1,000,000 per occurrence and \$2,000,000 aggregate. SEAS/ School and Bishop of Charleston A Corporation Sole must be listed as "Additional Insured".

It could take several weeks to obtain the Certificate of Liability (COL) from your insurance company.

Please start the process immediately to avoid possibility of forfeiting your eligibility to participate in the event.

2. Hold Harmless/Indemnity Agreement Information: (Form Included in This Packet)

Requirement for all participating Vendors and Food Trucks: The Parish/School Vendor Hold Harmless/Indemnity Agreement must be completed, signed, dated and submitted to SEAS.

Any vendor/truck that does not submit the signed Parish/School Vendor Hold Harmless/Indemnity Agreement will not be eligible to participate in the event.

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LOGO SUBMISSION GUIDELINES

Thank you for your valued support of St. Elizabeth Ann Seton!

We are extremely grateful for your participation in our second annual food truck festival. Your contribution and/or sponsorship will directly impact the lives of many great kids as Seton continues to see increased enrollment. Your support helps kids who otherwise may not be able to participate in the wonderful family oriented, Catholic educational environment Seton provides.

The prestigious honor of being part of this event ensures your name or logo will appear on various marketing materials in print and digital formats. To ensure we present your business identity in the most ideal way possible please see the submission guidelines and dates.

LOGO SUBMISSION GUIDELINES (DEADLINE MARCH 29TH)

Acceptable files For Print:

PRESS QUALITY PDF, AI OR EPS (TYPE CONVERTED TO OUTLINES)

Acceptable files For Web/Social Media:

JPG AND PNGS

If your logo will not be showcased but your name will, please specify exactly how you would like your name to appear on all marketing materials.

Email kristinaparelladesign@gmail.com with all logo submissions and names.

Questions?

Contact Kristina Parella

Phone: 843-655-3895

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Questions email setonevents@setoncatholicsc.org

FESTIVALS AND CARNIVALS

FOOD SERVICE GUIDELINES

FORMS:

1. Vendor Hold Harmless / Indemnity Agreement
2. Certificate of Insurance / Additional Insured

When food is supplied by outside vendors, the **Vendor Hold Harmless/Indemnity Agreement** should be signed by the vendor. Additionally, the vendor should supply a certificate of insurance naming the Bishop of Charleston, a Corporation Sole and parish/school as an “additional insured” (example attached). See the Vendor Guidelines for more information on insurance requirements, including amounts of coverage.

If a parish/school elects to have volunteers prepare and serve food whether onsite or at their own homes, the following food handling guidelines should be followed:

- Raw meat and poultry should be refrigerated as soon as possible after purchasing or receiving.
- All persons involved in serving food should wash their hands frequently, including after handling raw meat and after using a bathroom.
- Inspect the food prior to cooking or serving to see if there are any signs of contamination or spoilage.
- Raw meat, fish, and poultry or their juices should not come in contact with other foods.
- Food should be cooked, stored and served at a safe temperature to avoid contamination.

Please direct all questions to:

Eric Meister, Risk/Claims Manager
Catholic Mutual Group
(843) 261-0472, emeister@catholicmutual.org
or
Elizabeth Tarditi, Service Office Assistant
Catholic Mutual Group
(843) 261-0473, etarditi@catholicmutual.org

VENDOR HOLD HARMLESS/INDEMNITY AGREEMENT

PARISH/SCHOOL:

(includes Bishop of Charleston, a Corporation Sole, DBA Catholic Diocese of Charleston)

VENDOR:

DATE OF PARISH/

SCHOOL EVENT:

EVENT:

The above-named Vendor agrees to defend, protect, indemnify and hold harmless the above-named Parish/School (which shall include Bishop of Charleston, a Corporation Sole, DBA Catholic Diocese of Charleston) and their respective members, agents, contractors, officers, employees, clergy, volunteers and/or affiliates (the "Released Parties"), with respect to any and all claims, injury, loss and/or damage to person and/or property (including reasonable attorneys' fees), arising out of Vendor's activities in connection with the above identified Event at the Parish/School.

Vendor agrees to maintain in effect and to provide a certificate of insurance to the Parish/School, showing evidence of commercial general liability insurance coverage of not less than one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) aggregate and workers' compensation insurance as required by law. Vendor also agrees to have the Parish/School and Bishop of Charleston, a Corporation Sole, DBA Catholic Diocese of Charleston, named as "Additional Insureds" on its commercial general liability policy with respect to claims related to Vendor's operations in connection with the Event, or that are brought against the Parish/School by or as a result of actions of Vendor or its employees, contractors, agents, partners, members, customers, function attendees or invitees, and will cause its insurer to issue a policy endorsement evidencing such additional insured status. Vendor agrees to ensure that its liability insurance policy will be primary in the event of a covered claim or cause of action against Parish/School.

Vendor and the Parish/School agree that this agreement overrides and supersedes any and all contrary language in any Vendor proposal and any other agreements between Vendor and the Parish/School. If any portion of this Vendor Hold Harmless/Indemnity Agreement is determined by a Court to be unenforceable, the parties agree that the portion of the agreement that is unenforceable will be stricken with the remainder of the agreement remaining binding on the parties. This agreement can only be amended by a written agreement signed by Vendor and Parish/School, which agreement references this document.

SIGNATURE OF VENDOR:

By: _____
(must be an official agent of Vendor)

Name: (Please Print) _____

Title: (Please Print) _____

Date: _____

Vendor Address: _____

This Vendor Hold Harmless/Indemnity Agreement stands on its own as a legal contract between Parish/School and Vendor should this agreement not be incorporated into or attached to a contract.

*Rev. Aug 2022
VHH – Parish/
School \$1M/\$2M*



KYLI-1

OP ID: D4

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

Verify that "Insured matches vendor you are working with."

CONTACT

NAME:

PHONE

(A/C, No, Ext):

FAX

(A/C, No):

E-MAIL

ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A :

INSURER B :

INSURER C :

INSURER D :

INSURER E :

INSURER F :

INSURED

Insert "X" when additional insured status is required.

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$
	OTHER:						\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$ 500,000
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$ 500,000
							\$
							EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	DED						
	RETENTION \$						
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Bishop of Charleston, a Corporation Sole, and (Insert Parish/School name here) are named as additional insureds for commercial general liability coverage per written contract with regard to work performed at [Address of Parish/School].

IMPORTANT NOTE: Pursuant to the additional insured language written above, the liability policy requires an endorsement - see highlighted box at top of this form marked "IMPORTANT". The endorsement evidences the additional insured status and is obtained from the insurance provider.

CERTIFICATE HOLDER

CANCELLATION

Bishop of Charleston, a Corporation Sole fbo (Insert Parish/School Name here) (Insert Parish/School address here)

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

XXXXXX

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POLICY NUMBER:

Verify policy number matches
the policy number on the
certificate.

COMMERCIAL GENERAL LIABILITY
CG 20 26 04 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

THIS IS A SAMPLE ENDORSEMENT ONLY

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.



AUCTION DONATIONS

We are currently seeking auction item donations for our second annual food truck festival taking place on Saturday, April 27th. Items will be used to create baskets for auction. **ANY NEW ITEMS ACCEPTED. Complete baskets or larger items (example: TVs) will also be accepted.**

Some examples of items we are looking for:

Restaurant Gift Cards

Spa Gift Certificates/Products

Hotel Stays, Timeshare Points, Airline Miles

Retail Items- Household Items, Handbags, Accessories

Wine Related Items- Wine, Glasses, Corkscrew, Charms

Event Tickets- Sporting Events, Theatre Tickets, Comedy Shows

Beach Related Items- Chairs, Towels, Surf Boards

Golf Related Items- Towels, Tees, Balls, Visors, Rounds, Lessons

Services- Car Washes, Landscaping, House Cleaning

Thank you for you valued support of St. Elizabeth Ann Seton!

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If you would like to be a sponsor, vendor or food truck at our event please contact setonevents@setoncatholicsc.org or visit SetonCatholicSC.org/SetonEvents for more info.

RECEIPT

Date _____

Item Received _____

Valued Amount _____

From _____



St. Elizabeth Ann Seton is a non-profit 501(c)(3) and all donations are tax deductible.

TAX ID: EIN 26-1434028

1300 Carolina Forest Blvd. Myrtle Beach | 843-903-1400 | setoncatholicsc.org