



Division of Parks and Recreation Caterer and Mobile Food Service License Program (CLP)

Caterer and Mobile Food Service License Program Application

Complete application and mail, email, or fax to:

Division of Parks and Recreation

Attn: CLP

89 Kings Hwy

Dover, DE 19901

Telephone: 302-739-9220

Fax: 302-739-3817

Email: parks_OBS@state.de.us

<http://www.destateparks.com/events>

Submitted applications must be postmarked by **December 16, 2016** to be eligible for one of the Select Caterers and Mobile Food Service categories.

Division of Parks and Recreation

Caterer and Mobile Food Service License Program

What is the Caterer and Mobile Food Service License Program (CLP)?

Whether you are a new vendor or a current vendor for Delaware State Parks, this license program provides an opportunity for your catering or mobile food service businesses to join the Division of Parks and Recreation as part of an exciting team of businesses who provide services at Special Event and Meeting Facilities located in many State Parks. The Division of Parks and Recreation has some of the most unique and elegant venues for meetings, conferences and special life events in Delaware. Additionally, the Division has opportunities to provide special event catering and mobile food services. Licensed vendors will be compiled into a listing and made available to State Parks venue users for purposes of providing services at their events. This provides easy access to catering and mobile food services for park venue users.

For purposes of this program, catering activities include, but are not limited to: providing food, drinks and services at social and professional events in a professional capacity. Mobile food services include, but are not limited to: a truck, cart or large vehicle equipped to cook and/or sell food and beverages; on-board kitchens, food preparation areas, on board power, and refrigeration. Mobile food services shall include social and professional events in a professional capacity.

How can I get my catering company licensed?

If your company would like to become licensed as a CLP, read and complete the enclosed application. Return all required documents as directed. Failure to return all required documents may result in your company not being licensed.

How long is the license good for?

There are several types of licenses to choose from:

- | | | | |
|---|------------------|---|---|
| • Statewide Select License (includes mobile) | 1 year |  |  |
| • Southern Select License (includes mobile) | 1 year |  |  |
| • Northern Facilities Select License (includes mobile) | 1 year |  |  |
| • Mobile Food Services License (Statewide) | 1 year |  | |
| • Personal Catering License | One-Time License | | |

Is there a fee for a CLP license?

There is a fee for the CLP license. All fees are listed in the attached application.

Division of Parks and Recreation

Caterer and Mobile Food Service License Program

Guidelines and Procedures

The CLP License is between the Department of Natural Resources and Environmental Control, Division of Parks and Recreation (“Division”) and the Caterer and/or Mobile Food Services Vendor (“Vendor”) to facilitate the cooperation of the two parties for providing catering and/or mobile food services in designated Delaware State Parks Special Event and Meeting Facilities, as well as for special events throughout Delaware State Parks. Vendors shall provide one of the following levels of service:

License Type:	Services Include:	Service Identifier:
Statewide Catering License	Statewide. All designated special event and meeting facilities; includes special events and mobile food services (if applicable to the Vendor).	
Southern Catering License	Kent & Sussex Counties Only. Designated special event and meeting facilities; includes special events and mobile food services (if applicable to the Vendor).	
Northern Catering License	New Castle County Only. Designated special event and meeting facilities; includes special events and mobile food services (if applicable to the Vendor).	
Mobile Food Services License	Statewide. All designated special event and meeting facilities; includes special events (<i>public and private</i>). No interior Catering or set-ups outside the mobile food services are allowed. All services must be provided from the <u>Mobile Food operation outdoors</u> . Vendor must be <u>scheduled</u> through a “park approved” event in order to operate.	
Personal Catering License “One-Time”	One-Time License for private Catering. Percentage of venue rental fee will be billed to the customer renting the facility/venue for any “One-Time” caterers. “One-Time” caterers must submit application and be approved by the Division prior to providing any services. “One-Time” shall not serve to the public.	n/a

The Division plans, develops and maintains all state park areas entrusted to its administration to preserve the natural, scenic and historic values for and on behalf of the citizens of Delaware.

The Division maintains facilities that are available for rent by the general public to conduct events including, but not limited to, meetings, conferences, weddings, and events/activities.

The Division has established a license program for Vendors who provide food and beverage for such events to ensure quality service from reputable businesses and to enhance these said events.

I. General Guidelines and Procedures:

- A. The term of License shall be for twelve (12) months beginning January 1, 2017 and ending December 31, 2017.
- B. Vendor shall pay the Division a non-refundable fee based on license type requested for the privilege of providing CLP services in designated facilities. Non-refundable fee shall be paid to the Division prior to execution of the license.
- C. Vendor shall abide by Guidelines and Procedures set forth in Catering and Mobile Food Services Requirements as established by each individual facility. Guidelines and Procedures are available for review at each venue's facility management office.
- D. Vendor scheduling for events are firm. Vendor cancellation without proper notice (the Division shall deem what is considered proper notice) shall be grounds for License termination by the Division.
- E. Vendor and/or staff are required to attend event planning meetings with clients and Facility Manager/ Nature Center Manager and event organizer.
- F. Reservations and scheduling for use of any facility or Park area shall be made through the Facility Manager or designated park staff.
- G. Arrangements for service and/or entry into any facility must be coordinated with the Facility Manager or designated park staff.
- H. Designated special facilities have limited or no kitchen accommodations. Facilities with limited kitchen services shall be used for last minute food preparation and clean up only when applicable. Use of portable cooking equipment will be permitted in designated areas. ***Mobile Food Services Vendors shall not use any facility interior areas for food preparation, storage or serving. Additionally, no Mobile Food Services Vendors shall set-up cooking or preparation outside of the mobile unit.***
- I. Vendor agrees to clean the kitchen and serving areas of these facilities as designated on event checklist. All clean-up must take place immediately after the event (this includes any exterior catering or mobile food services Vendors).
- J. All other arrangements for use of said facilities must be approved and coordinated with the Facility Manager.
- K. Vendors and their employees' uniforms shall display the business name and are to be clean and worn in a presentable manner.
- L. Any behavior or action of the Vendor and/or its employees that the Division deems as inappropriate shall be grounds for immediate License termination.
- M. Only "Select" Vendors are allowed to use the "Select" and Delaware State Parks logos on their website. The Division of Parks and Recreation must have final approval of use and placement. "Select" Vendors may only promote special event meeting facilities where the Vendor is licensed to serve. "Select" vendors are identified by a Service Identifier icon. A link to www.destateparks.com/events is recommended.
- N. Vendors may use advertising business cards/placards, not to exceed 3 ½" x 5" in size, on tables during events if agreeable to the client/event organizer.

- O. "Select" Vendors may develop advertisements promoting themselves as "Select" licensed Vendors for Delaware State Parks. Vendors shall forward any written or electronic documents to the Division for approval prior to distribution.
- P. Personal Vendors **do not** have approval from the Division to advertise or promote their business using the State of Delaware, Department of Natural Resources and Environmental Control (DNREC) or Division of Parks and Recreation affiliation or logos. Personal Vendors **do not** have approval to use the "Select" Service Identifier icon. **Use or reference of State programs or agency logos shall be reason for denial of Personal catering license approval at all State Park venues.**
- Q. In an effort to meet the needs of potential clients, "Select" Vendors may be required to submit sample menus and pricing to Facility Managers as part of a package for use of the facility, venue or event. Facility Managers and designate Park staff reserve the right to select the menu options presented by the Vendors based on the packages and customer's needs.
- R. The Division, at its sole discretion, may add other park facilities or grounds to the list of locations where certified Vendors are needed to meet the customers' request.
- S. The Division reserves the right to add or remove any venue facility from the available venue list at any time. The Division will notify Licensed Vendors as applicable.
- T. All Vendors are encouraged to follow Parks Green Meeting Standards available for review at: <http://www.destateparks.com/events/caterers.asp>, click the "**Green Guidelines and Procedures for Licensed State Park Caterers**" link found under the "**Application and Information**" tab. The use of paper and plastic ware is not permissible for formal events except at designated areas. Paper and plastic ware shall be made from post-consumer recyclable products.
- U. All Vendors are responsible for the safety of the client and guests, Delaware State Parks reserves the right to cancel or postpone any event due to wind, fire, lightning, flooding, or any other weather related event(s), electric or other utility problems, or behavior not permitted by Parks at any time before or during the event without prior notice. If Parks cancels an event for safety reasons as stated above, every effort will be made to reschedule the event based on available dates. The Division cannot guarantee the event can be rescheduled or a refund given. If there is an interruption to an event due to an emergency, weather, etc., event shall be permitted to proceed past scheduled end time by the amount of time of the interruption.
- V. Vendor shall keep fully informed of and comply with all laws, ordinances, guidelines and procedures in any manner affecting their operation, and of all orders and decrees of bodies and tribunals having jurisdiction of authority over the same. Vendor shall have an obligation to promote and support park guidelines and procedures.
- W. Vendor expressly agrees to indemnify and hold the State of Delaware and any of its employees, agents and invitees harmless from any and all claims arising out of any violation by Vendor of any law, guideline, procedure or order and from any and all claims for loss, damage or injury to persons or property of whatever kind or nature arising from the acts or omissions of employees, agents, subcontractors and invitees while at the Facility.
- X. Requests to change the License terms must be approved by the division in writing.
- Y. This License may be terminated immediately by the Division, **without written notice**, if the Vendor fails to uphold their financial obligation to the Division, or fails to comply with the Division's CLP Program, procedures and terms, or for any other just cause deemed by the Division to be detrimental to the safety and security of the client, their guests, the park or Division employees.

- i. For any other reason, the Division may terminate this agreement with sixty (60) days written notice. License fee may be prorated if termination is unrelated to terms and conditions of this License.

II. Vendor Background Check Requirements:

- A. Vendor(s) selected for license that access state property or come in contact with vulnerable populations, including children and youth, shall be required to complete background checks on employees serving the State's on premises contracts. Unless otherwise directed, at a minimum, this shall include a check of the following registry: Delaware Sex Offender Central Registry at: <https://sexoffender.dsp.delaware.gov/>
- B. Individuals that are listed in the registry shall be prevented from direct contact in the service of the license, but may provide support or off-site premises service for Vendor. Should an individual be identified and the Vendor(s) believes their employee's service does not represent a conflict with this requirement, may apply for a waiver to the Division. The Division's decision to allow or deny access to any individual identified on a registry database is final and at the Division's sole discretion.
- C. By Division's request, the Vendor(s) shall provide a list of all employees serving on the license, and certify adherence to the background check requirement. Individual(s) found in the central registry in violation of the terms stated, shall be immediately prevented from a return to state property in service of the license. A violation of this condition represents a violation of the license terms and conditions, and may subject the Vendor to penalty, including license termination.
- D. The Vendor(s) shall be responsible for the background check requirements of any authorized Subcontractor providing service to the license.

III. Alcoholic Beverage Guidelines and Procedures:

- A. Vendor shall abide by the Guidelines and Procedures stated below for the service and transportation of alcoholic beverages to and in special event facilities as established in accordance with the Delaware Alcoholic Beverage Control Commission and the Division of Parks and Recreation.

1. Transporting Alcoholic Beverages:

- a) Alcoholic beverages may be transported to the facility by:
 - i. The renter (4 Del. C. §716 (4)).
 - ii. The holder of the group gathering license for the special event facility (4 Del. C. §514). For these purposes, the holder is defined as the manager or person in charge of such gathering, or the owner, tenant or person in charge of the premises in which the gathering is being held.
 - iii. Retailers and importers of alcoholic beverages, provided the alcoholic beverage is delivered to persons holding a group gathering license for the special event facility (4 Del. C. §514).
- b) Vendors holding a liquor license may purchase alcoholic beverages from an importer and transport those beverages to the special event facility on the renter's behalf. (4 Del. C. §512(g) (1) (2).
- c) Due to limited access to some designated state park venues, the Park Superintendent/Administrator must approve the delivery of alcoholic beverages by retailers and distributors.

2. Conditions for Serving Alcoholic Beverages:

- a) Alcoholic beverages may be served if the occasion is a private event and the guests do not, in any way, contribute to the purchase of the alcohol, or
- b) Alcoholic beverages may be served if the event is sponsored as a fundraising activity by a profit or a non-profit organization (Friends groups, organizations, colleges and universities, volunteer fire companies, political parties, etc.). A “group gathering license” (4 Del. C. §514) must be obtained from the Delaware Alcoholic Beverage Control Commission if the event is sponsored by a non-profit organization and alcohol is to be sold or the attendees pay for the alcohol.
- c) Food and non-alcoholic beverages must be available any time alcoholic beverages are served.
- d) Alcoholic beverages may not be brought into any special event facility by any guests.
- e) Vendors may provide the bar service at the special event facility. Vendor may also purchase or transport the alcoholic beverages to the special event facility on the renter’s behalf so long as they obtain the license to do so.
- f) The serving of beverages (both alcoholic and non-alcoholic) must end fifteen (15) minutes prior to the scheduled end of the event. Alcohol Stations must be closed down and removed from the area immediately after the event.
- g) Individuals must demonstrate, upon request, that they have completed a responsible alcoholic beverage server training program recognized and approved by the Alcoholic Beverage Control Commission in accordance with 4 Del. C. §1204 to be permitted to serve alcoholic beverages in any special event facility.
- h) The sale or dispensing of alcoholic beverages to an individual who is intoxicated or has not reached the age of 21 years is prohibited (4 Del. C. §706 and §708).
- i) Serving of beer from a single dispensing container (i.e. kegs) shall be permitted under special conditions including but not limited to ratio of beverage to number of attendees, dispensing method of the product, and location, capacity and type of park venue where event is held.
- j) The Division retains the right to order the removal of or denial of alcoholic beverages to any person who presents an immediate or potential threat to other persons or to Park property. Such decisions will be made at the discretion of Park staff present at the event.

IV. Insurance

- A. The State of Delaware has required minimum standards for all vendors conducting business with State agencies. Vendor shall provide the minimum insurance coverage as listed below. A certificate of insurance must be submitted with your application.

1. MANDATORY INSURANCE REQUIREMENTS

- a) As a part of the license requirements, the Vendor must obtain at its own cost and expense and keep in force and effect during the term of the license, the minimum coverage limits specified below with a carrier satisfactory to the State. All Vendors must carry the following coverage:
 - i. Commercial General Liability - \$1,000,000 per occurrence/\$3,000,000 aggregate;

- ii. Product Liability - \$1,000,000 per occurrence/\$3,000,000 aggregate;
- iii. Liquor Liability - \$1,000,000 per occurrence/\$3,000,000 aggregate (*if Vendor sells/serves alcohol at events*); and
- iv. Automotive Liability Insurance covering all automotive units used in the work with limits of not less than \$100,000 each person and \$300,000 each accident as to bodily injury and \$25,000 as to property damage to other,

The Vendor shall maintain such insurance as will protect against claims under Worker's Compensation Act and from any other claims for damages for personal injury, including death, which may arise from operations under this contract. The Vendor is an independent contractor and is not an employee of the State of Delaware.

Before any work is done with the State, a Certificate of Insurance shall be filed with the State no later than thirty (30) days prior to the event. The certificate holder shall be listed as follows:

**State of Delaware
Delaware Department of Natural Resources and Environmental
Control
Division of Parks and Recreation/OBS CLP Program
89 Kings Hwy
Dover, DE 19901**

Note: The State of Delaware shall not be named as an additional insured.

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

- b) Subcontractors distributing alcohol are required to have Liquor Liability under this Agreement. Vendor is solely responsible for requiring that subcontractors keep in force and effect during the term of this Agreement, including all extensions, minimum coverage limits specified below with a carrier satisfactory to the Division. The Subcontractors must carry the following coverage:
 - i. Liquor Liability - \$1,000,000 per occurrence/\$3,000,000 aggregate.

Before any work is done with the State, a subcontractor Certificate of Insurance shall be filed with the State no later than thirty (30) days prior to the event. Vendor shall provide the Certificate to the Division. The certificate holder shall be listed as follows:

**State of Delaware
Delaware Department of Natural Resources and Environmental
Control
Division of Parks and Recreation/OBS CLP Program
89 Kings Hwy
Dover, DE 19901**

Note: The State of Delaware shall not be named as an additional insured.

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

V. Vendors License Types and fees:

License Type:	Locations Include:	Fee:
Statewide Catering License	<ul style="list-style-type: none"> • All Statewide Locations at Delaware State Parks 	\$1,400.00
Southern Catering License	<ul style="list-style-type: none"> • Cape Henlopen State Park (includes Officer’s Club; Herring Point) • Delaware Seashore State Park (includes Indian River Life Saving Station; The Point at Indian River Marina) • Killens Pond State Park (includes Nature Center) • Trap Pond State Park (includes Baldecypress Nature Center) 	\$1,000.00
Northern Catering License	<ul style="list-style-type: none"> • Alapocas Run State Park (includes The Blue Ball Barn) • Bellevue State Park (includes Bellevue Hall; Cauffiel House; Figure 8 Barn) • Auburn Heights Preserve • Brandywine Creek State Park (includes Nature Center and Amphitheatre) • Fort Delaware State Park • White Clay Creek State Park (includes Judge Morris Estate) 	\$1,000.00
Mobile Food Services License	<ul style="list-style-type: none"> • All Statewide Locations at Delaware State Parks (no interior buildings or areas/outside only). 	\$50.00 (License fee only. Additional event fees may apply.)
Personal Catering License “One-Time”	<ul style="list-style-type: none"> • As determined by requester for private event. 	% Fee is included in Venue Rental

A formal event shall be defined as any event requiring additional services such as but not limited to; linens, service staff, dinnerware, etc. Vendors shall specify if they provide formal event services as part of their catering services.

VI. Special Event Facility Catering Requirements:

Housekeeping, event set-up and clean-up guidelines for individual sites are available at the venue’s facility management office.

VII. Green Meeting Standards:

Delaware State Parks recognizes the balance between the protection of the natural environment and the operation of Special Event facilities. Green Meeting guidelines are available at: <http://www.destateparks.com/events>, click the **Contracts – Vendor/Catering** link.

Division of Parks and Recreation

Caterer and Mobile Food Service License Application

All information must be provided. Please type or print clearly.

The required documents must be included with your application to be considered for the CLP license. Failure to provide required documentation or information may result in the Vendor not being licensed. **A checklist is provided to ensure all documents are included.** Completed applications may be mailed, faxed or emailed.

Please return the completed application, required materials and signed/witnessed license request to:

Division of Parks and Recreation
Attn: CLP
89 Kings Hwy
Dover, DE 19901

If you have any questions regarding the completion of this application, please contact us at:
302-739-9220 or via email parks_OBS@state.de.us

Submitted applications must be postmarked by December 16, 2016 to be eligible for the initial 2017 season. Applications may be accepted throughout the year, however rates are firm and there shall be no pro-rations.

Note – This section must be filled out in its entirety for the application to be processed. Incomplete applications may not be processed.

Division of Parks and Recreation

Caterer and Mobile Food Service License Application

1. Provide the following information regarding your Business (application must be legible):

Name of Business:				
Street Address of Business:				
City:	State:	Zip Code:		
Business Website:				
Telephone Number:			Fax Number:	
Email Address:				
Corporation	Y/N	Partnership (LLP)	Y/N	Limited Liability Company (LLC)
				Y/N
Sole Proprietor				
Y/N				
Date Firm was Established:				
Do you serve or sell alcohol? Yes <input type="checkbox"/> or No <input type="checkbox"/>				
<p>If you serve or sell alcohol, you will be required to provide a copy of your <u>Delaware Liquor License (for sales)</u>, <u>Server's License (for serving)</u> and <u>Liquor Liability Insurance (for any liquor activity)</u>. Engaging in serving or selling alcohol without providing these documents to the Division and keeping them current shall be cause for the Division to terminate Vendor's license. Liquor and Server Licensure shall be on-site with Vendor for all events.</p>				

<http://www.destateparks.com/events/caterers.asp>

2. Please "Check" the License Type you are applying for:

 Statewide Select License: \$1,400.00 <input type="checkbox"/>	 Southern Select License: \$1,000.00 <input type="checkbox"/>	 Northern Select License: \$1,000.00 <input type="checkbox"/>	 Mobile Food Services License: \$50.00 <input type="checkbox"/>	Personal Catering License (One-Time) <i>% Fee is included in Venue Rental Fee</i>
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3. Please “Check” your payment method:

<p>Check</p> <p><input type="checkbox"/> Check # _____</p>	<p>Credit Card</p> <p><input type="checkbox"/> <i>Division will contact you for credit card processing information.</i></p>
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4. Please “Check” and provide information as required (Note: Licenses cannot be processed without required information and documents):

1.	Brief Vendor Cover Letter including Vendor’s experience, if any, providing similar services. The letter shall be signed by a representative who has the legal capacity to enter.	Yes <input type="checkbox"/> No <input type="checkbox"/>
2.	Three (3) business references are required. Are they included in your application submission?	Yes <input type="checkbox"/> No <input type="checkbox"/>
3.	Does your business provide <i>formal event</i> services?	Yes <input type="checkbox"/> No <input type="checkbox"/>
4.	Have you included a copy of your Delaware Public Health License in your application submission?	Yes <input type="checkbox"/> No <input type="checkbox"/>
5.	Have you included a copy of your Delaware Business License in your application submission?	Yes <input type="checkbox"/> No <input type="checkbox"/>
6.	Have you provided a copy of your Liquor License in your application submission if you intend to sell alcohol? *Note: If you check N/A, you shall <u>not</u> be permitted to sell alcohol as part of your service offerings.	Yes <input type="checkbox"/> No <input type="checkbox"/> *N/A <input type="checkbox"/>
7.	Have you provided a copy of your Server License’s in your application if you intend to serve alcohol? *Note: If you check N/A, you shall <u>not</u> be permitted to serve alcohol as part of your service offerings.	Yes <input type="checkbox"/> No <input type="checkbox"/> *N/A <input type="checkbox"/>
8.	Have you provided a copy of your Certificate of Insurance, with all applicable limits (including Liquor if you intend to sell or serve alcohol), in your application submission?	Yes <input type="checkbox"/> No <input type="checkbox"/>
9.	Have you included a copy of this completed checklist in your application submission?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Division of Parks and Recreation

Caterer and Mobile Food Service License Affidavit

Hereafter, “Vendor” refers to:

(Print or Type Business Name)

Vendor has read and understands all of the Procedures, Requirements, Guidelines and Standards as listed in this Application. Upon receipt of a State of Delaware Parks and Recreation Caterer and Mobile Food Service License, Vendor will abide by all Procedures, Requirements, Guidelines and Standards as listed in this Application. Furthermore, Vendor will keep current all licensing and insurance while holding a State of Delaware Parks and Recreation Caterer and Mobile Food Service License. All necessary permits, licenses, insurance policies, etc. required by local, State or Federal laws, shall be provided by the Vendor at its own expense.

In the event that Vendor’s required licenses and/or insurance expires or is revoked, Vendor will immediately notify the Division of Parks and Recreation in writing immediately. Vendor understands that failure to notify the Division of Parks and Recreation of expired licenses and/or insurance may result in the Division of Parks and Recreation immediately revoking the License. New and updated licenses and insurance documents must be sent to the Division of Parks and Recreation promptly to ensure records are current.

Vendor is presumed to know and shall strictly comply with all Federal, State, or County laws, and City or Town ordinances and regulations in any manner affecting the conduct of the work. The Vendor shall indemnify and save harmless the State of Delaware, the Agency, and all Officers, Agency and Servants thereof against any claim or liability arising from or based upon the violation of any such laws, ordinances, regulations, orders, or decrees whether by itself, by its employees, or by its subcontractor(s).

This application, any resulting license, and any and all litigation or other disputes arising therefrom, in connection with, or related hereto shall be governed by the applicable laws, regulations and rules of evidence of the State of Delaware. Vendor submits to personal jurisdiction in the State of Delaware. Any and all litigation or other disputes arising out of, in connection with, or relating to this bid, and any resulting contract, shall be brought exclusively in a court in the State of Delaware or the United States District Court of the District of Delaware as applicable.

By submitting this application, the Vendor agrees that in the event it is provided a CLP License, it will indemnify and otherwise hold harmless the State of Delaware, its agents and employees from any and all liability, suits, actions, or claims, together with all costs, expenses for attorney’s fees, arising out of the Vendor’s its agents and employees’ performance of work or services in connection with the contract, regardless of whether such suits, actions, claims or liabilities are based upon acts or failures to act attributable, in whole or part, to the State, its employees or agents.

The Vendor represents that it has, or will secure at its own expense, all personnel and equipment required to perform the services required under this license. Vendor represents that all services and products provided by

Vendor or under its direct supervision, and all personnel, including subcontractors, engaged in the work shall be fully qualified and shall be authorized under State and local law to perform such services.

This license shall not be assigned.

In the event of customer service complaints or any conflicts during licensing, to include not adhering to the Procedures, Requirements, Guidelines and Standards listed in this Application, the Division will determine conflict resolution up to and including License revocation.

I understand and agree to the entirety of this Application, Procedures, Requirements, Guidelines and Standards as it applies to Catering and Mobile Food Services in Delaware State Parks.

VENDOR NAME: _____

Date

Owner Signature

Owner Name

Date

Witness Signature

Witness Name

STATE OF DELAWARE)
) ss
COUNTY OF _____)

SWORN TO AND SUBSCRIBED TO before me this _____ day of _____, 20_____.

Notary Public

My commission expires: _____