



eat it

LUXEMBOURG
STREET FOOD
FESTIVAL

9th edition

Saturday 26th & Sunday 27th October 2019



Information and application form for potential participants



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General info

EAT IT is Luxembourg's first ever Street Food Festival which launched in October 2015, attracting 6000 to 8000 people. The festival is held outdoors at the exceptional and historical site of the *Rotondes*, consisting of two old railway roundhouses. We are ideally located, 50 meters away from Luxembourg City's central train station and close to major motorways.

The autumn 2019 edition of *EAT IT* will be held over 2 days:

- **Dates:** Saturday 26th October 2019, 12h00-22h00 & Sunday 27th October 2019, 12h00-18h00
- **Location:** Place des Rotondes, L-2448 Luxembourg (*Free entry to the public*)
- **Organiser:** Rotondes, www.rotondes.lu, +352 2662 2024

- ➔ **At least one of your dishes should be vegetarian and/or vegan.**
- ➔ **Plastic packaging and cutlery, aluminium and polystyrene packaging are no longer accepted!**

Please be aware that simply sending us your completed application form does **not** guarantee your participation in the festival. The main aim of *EAT IT* is to surprise the public with diverse, new and exciting culinary experiences. The Rotondes team will decide on final participants in this frame of mind and based on the selection criteria listed below.

A completed application consists of:

- Your application form (pages 4-7)
- A copy of your valid business permit
- A selection of photos of the interior and exterior of your food truck/stand
- A sample menu
- A latest food safety control report, for Luxembourg: "SECUALIM - basic hygiene control v2 2015".
- If possible, additional documents which further explain the concept of your food truck/stand

Participant places for the festival are limited so we recommend submitting your application as early as possible (one application form per individual food truck). Incomplete applications will not be taken into consideration. Please ensure that your application is legible and returned to the following address:

By email: tom.karier@rotondes.lu

By post: For the Attention of Tom Karier

Les Rotondes

B.P. 2470

L-1024 Luxembourg

Please send us your application form by 16th September 2019, at the very latest.

Selection criteria

Festival participants will be selected based on the following criteria:

- **Vegetarian and/or vegan options**
- **Biodegradable** packing (no plastic, aluminium and polystyrene)
- Concept and dish originality
- The diversity of your dishes
- How the participants complement each other
- Home-made products

The inclusion of the following options will be considered as an added bonus:

- Seasonal choice
- Fairtrade options
- Local or regional options
- Options for kids
- **Small, snack size portions or tasters**

Terms and conditions for taking part

General conditions

- Participants will need to be available to attend the whole duration of the festival and cannot disassemble and/or leave the site with their vehicle until the end of the festival which is Sunday 27th October at 18h00.
- The festival organisers reserve the right to refuse applicants.
- A full security check may be conducted of all the food trucks on site. Participants may be excluded from the festival if a lack of security is detected.
- Participants will need to own all of the following documents: a valid insurance, a **business permit** related to their commercial activity, and a registered VAT number. Your business permit will need to be attached alongside this application form.
- The sale of drinks is strictly forbidden on site unless drinks are integral to your concept. In this case, participants will need to ask in written for authorisation from the festival organisers in advance.
- The festival organisers are not responsible for the participants' transport and/or assembly costs.
- Participants agree for information included this application form to be used for festival communication purposes only.
- **Sponsored or franchise food trucks will not be taken into consideration** for this festival.
- **Participants will need to be aware of and adhere to Luxembourgish rules and regulations relating to food hygiene and security.**

Technical conditions

- Any additional electrical sockets are provided subject to the availability of the outdoors spaces of the Rotondes.
 - Every food truck/stand will need to function without access to water supplies.
 - Participants are responsible for bringing their own extension (least 20 meters) to connect to the main electrical system.
 - Participants are responsible for bringing their own plug adaptors, if needed. The festival organisers do not provide these.
 - Participants are responsible for bringing and assembling their own high tables and benches around their food truck/stand. The festival organisers do not provide these.
 - Participants are responsible for the lighting related to their own food truck/stand, as long as it fits in with the ambience of the general outdoor lighting of the Rotondes.
 - Participants are required to respect general measures and procedures regarding safety and emergency exits at all times.
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Participation fee

The fee for taking part in the festival will need to be paid to the festival organisers upon receiving their invoice. Rotondes reserves the right to cancel your participation in the festival if the payment is not fulfilled on time. The participation fee is dependent on the length of your food truck/stand: calculated at **50€** (excluding VAT) per meter. The participation fee also includes a 220 Volt plug socket.

Timeline

1. Submission of your completed application form (via email or post)
2. Review of applicants and selection of participants by the festival organisers
3. Signing and submission of contracts for selected participants
4. Receipt of invoice and payment of participation fees
5. Confirmation of participation by festival organisers
6. Welcoming of participant on the day of the festival

3. YOUR OFFER & ORIGINALITY

Which type of **products** will you be offering during the *EAT IT* festival and what **price** will you be asking for them? (Please briefly explain your main specialities and/or give a sample menu)

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Capacity per hour / per day

What makes your concept original and how are you different to other food trucks in Luxembourg?

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Are you offering any products that cater to any of the following **dietary requirements**?

Gluten-free Lactose-free

Please provide a brief description of the (**non-plastic**) packing you will be using to serve your produce:

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.....

Please summarise your concept in 1 sentence for our festival communications:

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4. YOUR TECHNICAL INFORMATION & REQUIREMENTS

Vehicle dimensions

Total dimensions of vehicle (with trailer hitch)

Length:

Width:

Height:

Trailer hitch no yes If yes, specify the length:

Opening for service at the back: no yes If yes, specify the length with its opening:

Opening for service at the driver's side (left): no yes If yes, specify the length:

Opening for service at the passenger's side (right): no yes If yes, specify the length:

Electrical requirements

Electrical equipment used:Watts:
.....Watts:
.....Watts:
TOTAL:

A 220 Volt plug socket is included in your festival participation fee. If you have any additional electrical requirements please tick the relevant box below.

- I require an additional 220 Volt plug socket for 40€ (excluding VAT).
- I require a 16 amp three-phase plug socket (CEE) socket for 80€ (excluding VAT) and I don't require the included 220 Volt plug socket.
- I require a 16 amp three-phase plug socket (CEE) socket as well as the included 220 Volt plug socket for 120€ (excluding VAT).

Will you be using gas? no yes If yes, to do what?.....

How many gas canisters will there be in your vehicle during festival and what is their weight?..... /**kg**

How many gas canisters will there be stocked outside of your vehicle during festival and how much do they weigh? /**kg**

Please note: For safety reasons, we allow a **maximum** of 2 gas canisters (2x14 kg) inside each stand/food truck. Spare gas canisters should be stored in a secure and well ventilated area (iron cage with padlock) outside each stand/food truck.

Any additional information/requirements.....

5. HYGIENE, SAFETY AND LEGISLATION

All festival participants are expected to be familiar with and adhere to Luxembourgish legislation on food hygiene and safety standards.

Safety precautions:

All festival participants are required to have the following items inside their food truck/stand. They should be readily accessible and meet required safety standards:

- Suitable fire extinguisher (preferably 6kg, for a fat fire)
- Fire blanket
- Butane - Propane gas detector located near the appliance or gas storage container.
- First aid kit

Registration:

According to regulation 852/2004/EC of 1st January 2006, any food company or establishment which is part of the food chain in Luxembourg must be recognized by the relevant authorities, in this case the Food Safety Division.

Every operator within the food industry is thus required to notify the appropriate and competent authority concerning each of the premises for which they are responsible in order that these may be registered. See: <https://guichet.public.lu/de/entreprises/commerce/securite-alimentaire/securite-alimentaire/enregistrement.html>
This regulation is also applicable to operators who are non-residents.

Useful links:

- HYGIENE:
Safety and hygiene checklist for mobile food stands:
<https://securite-alimentaire.public.lu/dam-assets/fr/professionnel/checkliste/secualim/hygiene/CL-Hygiene-manifestations-et-stands-mobiles-v2.pdf>

- GAS:
"Disposal of mobile metallic containers containing liquefied petroleum gas used in mobile premises";
Inspection du Travail et des Mines; ITM-CL 101.1
<https://itm.public.lu/dam-assets/fr/files/securite-sante/conditions-types/old/cl101-1.pdf>

- GAS:
Guide: "Installation and use of liquefied petroleum gas (LPG) cylinders"; CGDIS; Luxembourg City Fire Department and Ambulance Service; Fire Prevention Office
https://drive.google.com/drive/folders/1x8c8_HCb-7Ieq2hRc6ckKfPRZtZe4Kuo?usp=sharing

The candidate's signature confirms that he/she has read the above-mentioned documents and agrees to comply with Luxembourgish laws and regulations. The Rotondes reserve the right to exclude any participant who does not comply with the legislation.

ASSEMBLY AND DISASSEMBLY

Arrival and assembly: Saturday 26th October 2019, 09:00 to 11.00
Disassembly and departure: Sunday 27th October 2019, 18:00 to 20:00

The exact location of your food truck will be communicated to you when you arrive (reservations not possible).

SIGNATURE

Date

Full name **Signature**