



TOWN OF WINDERMERE FOOD TRUCK SELECTION COMMITTEE

Committee Members

Town Manager: Robert Smith

FTFM Council Liaison: Mandy David

Food Truck/HPB Liaison: Joan Foglia

Farmers Market/WTB Liaison: Jackie Rapport

Agenda

Agenda

Thursday, 2 December 2021 10:00 AM

Admin Office
501 Forest Street
Windermere FL 34786

Join Zoom Meeting

<https://us06web.zoom.us/j/89501268757?pwd=WWJGdTub08zeG5Pb2FrekQ2alhpQT09>

Meeting ID: 895 0126 8757

Passcode: 148301

PLEASE TURN OFF ALL CELL PHONES AND PAGERS

PLEASE NOTE: IN ACCORDANCE WITH F.S. 286.26: Person with disabilities needing assistance to participate in any such proceeding should contact the Office of the Town Clerk at least 48 hours beforehand at (407) 876-2563

Pursuant to Resolution No. 2005-12 adopted on December 13, 2005, the following Civility Code shall govern all proceedings before the Town of Windermere Town Council:

1. All electronic devices, including cell phones and pagers, shall be either turned off or otherwise silenced.
2. Prolonged conversations shall be conducted outside Council meeting hall.
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AGENDA

1. Meeting is called to order 10:00 AM
2. Public Comment (limited to 3 minutes)
 - a.
3. Approval of Minutes:
 - a. October 7, 2021 FTFM Selection Committee Meeting Minutes (Attached)
4. Review of Past Food Truck Events
 - a. Halloween Movie Night (10/29)
 - b. Light Up Windermere (11/19)
5. Future Event Management/Coordination for Food Truck Night:
 - a. Holiday Movie Night
 - i. 12/17/2021; 6pm – 9:30pm
 - ii. "The Santa Clause," start time between 6:30 – 7pm
 - b. January 28, 2022
 - i. Start time
 - ii. Entertainment
 - c. Wine4Oysters
 - i. Wine sales (no stipulation on wine not being allowed per 9/2019 minutes – attached)
6. Selection of Trucks for Future Events:
 - a. Al's Ice Cream
 - b. Arepa Pela
 - c. Delicatto Café
 - d. Holelottadonuts
7. Farmers Market
 - a.
8. Selection of Farmers Market Vendors
 - a. Ann's Apple
 - b. Botanical Products LLC (*temp approved*)
 - c. Montreal Bagels by Belanger
9. Adjourn



TOWN OF WINDERMERE FOOD TRUCK SELECTION COMMITTEE

Committee Members

Town Manager: Robert Smith
FTFM Council Liaison: Mandy David
Food Truck/HPB Liaison: Joan Foglia
Farmers Market/WTB Liaison: Jackie Rapport

Draft

Minutes

Thursday, 7 October 2021 10:00 AM

Admin Office
501 Forest Street
Windermere FL 34786

Join Zoom Meeting:

<https://us06web.zoom.us/j/83480373080?pwd=RzJMbVRhUC9vOVREV3hNY04wZDRVUT09>

Meeting ID: 834 8037 3080

Passcode: 794849

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AGENDA

1. *Meeting is called to order 10:02 AM. Present were Town Manager Robert Smith, Farmers Market/Windermere Tree Board Liaison Jackie Rapport, Farmers Market Coordinator Robert Rinaldo, and Executive Assistant Diane Edwards. Food Truck Coordinator Mark Baratelli was also present via Zoom. Food Truck/Historic Preservation Board Liaison Joan Foglia and Town Council Liaison Mandy David were absent.*
2. **Public Comment (limited to 3 minutes)**
 - a. *None*
3. **Approval of Minutes:**
 - a. **September 2, 2021 FTFM Selection Committee Meeting Minutes (Attached)** *2/0 Approved*
4. **Review of Past Food Truck Events**
 - a. **National Night Out – 9/24/2021** *Great turnout. Some of the Town's outlets need to be (re)labeled and their cases replaced: Public Works to take care of. Wine4Oysters worker had to be reminded several times about the Town's mask policy for trucks. Some complaints regarding their selling of wine. Per the minutes from the September 2019 meeting in which Wine4Oysters was approved as a vendor, no mention of conditions, such as no alcohol, were mentioned. Committee voted 2/0 to table the discussion of alcohol sales until the November 4th meeting when all voting members would be present.*
5. **Future Event Management/Coordination for Food Truck Night:**
 - a. **October 22, 2021**
 - i. Mad Science make & take stations *Diane to coordinate*
 - ii. DJ or live music? *Event Concepts DJ Truck: Diane to coordinate. Reminder to be conscious of volume*
 - b. **Light Up Windermere – 11/18/2021**
 - i. Start time – 6pm *Start at 6pm*
 - ii. Entertainment *Family Church will be providing a choir. Diane will coordinate with FC and Mayor O'Brien*
 - iii. Bubble vendor (attached) *Diane to get quote. Committee in favor if quote is reasonable. Diane will coordinate*
 - c. **Food Truck payment process** *Administrative Assistant, Theresa Syphers, explained the process of requesting payments. Mark Baratelli requested that the Town run payments a month in advance. Town agreed to make the change and Diane will update Food Truck application's payment section. Mark suggested the Town use an online payment system. Diane advised the current website is not compatible with our current merchant vendor's interface, but the Town would research possible alternatives.*
 - d. **Safety**
 - i. *Town Hall – signage stating porch & stairs are closed/rope off? 2/0 Approved. Diane to coordinate with Public Works*
6. **Selection of Trucks for Future Events:**
 - a. **Betta's Pizza** *2/0 Approved*
 - b. **Bowls for Tú** *2/0 Approved*
 - c. **Niccoli's Philly's** *2/0 Approved*

d. Pasta & Grill *2/0 Approved*

7. **Farmers Market**

a. Holiday Artisan's Corner *No issue*

8. **Selection of Farmers Market Vendors**

a. Boho Blossom *2/0 - Robert Rinaldo to speak with Rania at Pistil. If products are unique enough, approved. If products are too similar, denied*

b. Craft Me a Candle Co. (temp-approved) *2/0 Approved*

c. Flannel Panels (temp-approved) *2/0 Approved*

d. Heartsong Cookies (temp-approved) *2/0 Approved*

e. Southern Paint Pot Studio (temp-approved) *2/0 Approved*

f. Vertrano's Arte Legno (temp-approved) *2/0 Approved*

g. Xanipa & Co. (temp-approved) *2/0 Approved*

9. **Adjourn** *10:29am*



TOWN OF WINDERMERE FOOD TRUCK SELECTION COMMITTEE

Committee Members

Town Manager: Robert Smith
DBC Council Liaison: Liz Andert
DBC Appointed Liaison: Amy Cadwell

Minutes

5 September 2019
10:00 AM

ADMIN OFFICE
614 Main Street
Windermere FL 34786

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AGENDA

1. **Meeting is called to order 10:00 AM** *Present are Town Manager Robert Smith, Town Council Liaison Liz Andert, DBC Liaison Amy Cadwell, Administrative Assistant Diane Edwards, PD Clerk Lori Sipek, Cheryl Fishel, and member of the public Steven Artica. Mark Baratelli absent.*
2. **Public Comment (limited to 3 minutes)**
 - a. **Café Moderne** *Deferred until Item 7c*
 - b. **Horizon's West Theatre** *No show*
 - c. **The Acaraje** *No show*
 - d. **Florida Juice Company** *No show*
3. **Approval of Minutes:**
 - a. **June 2019 Food Truck Selection Committee Meeting Minutes (attached)** *3/0 Approved*
4. **Review of Past Food Truck Events**
 - a. **June 2019**
 - i. **M. Baratelli Notes (attached)**
 - b. **July 2019**
 - i. **M. Baratelli Notes (attached)**
 - c. **August 2019**
 - i. **M. Baratelli Notes (attached)** *Town Manager to speak to Public Works regarding trash bundling. PD Clerk indicated kids skateboarding, rollerblading, scootering, jumping off buildings, etc. was causing issues during events. Town Manager will speak with Public Works to get signage put up that indicates no skating/jumping.*
5. **Review Event Management/Coordination for Food Truck Night:**
 - a. **September – National Night Out**
 - i. **Windermere Little League on porch** *Will set up portion of porch for WLL. WLL cannot be dropped off in PD cars this year. Council Member Andert suggested getting a bat/ball for team to sign which will be displayed in new buildings. Admin Assistant to coordinate.*
 - b. **October – Halloween Movie?** *Admin Assistant will coordinate with DBC regarding selection and ordering of movie.*
 - c. **November – Light Up Windermere / Holiday Movie** *Holiday Movie – Correction: December not November. Mark Dean already secured for Light Up Windermere. Administrative Assistant to coordinate with EPSOD and Mark Dean for performance. PD Clerk to research special light glasses for LUW.*
 - d. **Surveys for future events (sample attached)** *Admin Assistant will work with Council Member Andert to amend surveys. Youth Committee could potentially administer surveys during events.*
6. **Re-Approval of Trucks for Future Events:**
 - a. **NONE**
7. **Selection of Trucks for Future Events:**

- a. **Acaraje** *Approved 3/0*
- b. **Brazilian Passion** *Approved 3/0*
- c. **Café Moderne** *Owner, Steven Artica, introduced his truck and concept. Approved 3/0 with the condition that Cafe Moderne not compete with Paloma Coffee and focus on food items rather than teas/coffees. Also condition that truck only is approved, not accompanying tent.*
- d. **Churrasco Chileno** *Approved 3/0*
- e. **Culture Fresh** *Approved 3/0 with the condition that truck focuses on seafood menu items.*
- f. **Europa Grill** *Denied 3/0; Menu is not unique enough. Committee impressed with dessert menu and encourages truck to expand dessert menu and reapply with focus on desserts.*
- g. **Fully Loaded** *Approved 3/0*
- h. **GoodaFooda** *Approved 3/0 with the condition that truck focuses on Poutine-inspired menu items*
- i. **K & E Catering** *Approved 3/0 with the condition that the truck serves the Italian portion of the menu/does not bring the BBQ truck to Windermere events.*
- j. **Rollin' Dough** *Approved 3/0*
- k. **So Fry** *Denied 3/0; Menu/cuisine not unique enough*
- l. **Wholey Smokey Waffles** *Denied 3/0; Menu not unique enough, wrap not up to Windermere Standard. Committee encourages truck to reapply with a menu focused on chicken & waffles menu item, and when there is a more polished wrap.*
- m. **Wine 4 Oysters** *Approved 3/0*

8. **Discussion of June/July/August Farmers Market**

- a. **Letter from resident RE Cancellations** *It is hard to predict when weather will correlate with forecast. Vendors on same page with Cheryl. Admin Assistant will amend cancellation posts to include that vendors were included in the decision to cancel. Cheryl has ordered 1,000 reusable bags – will be available next month.*

9. **Selection of Farmers Market Vendors**

- a. **All Day Chef (no booth or product photos received)** *Table until booth and product photos received*
- b. **Buono Sicilian Food** *Approved 3/0*
- c. **Doodlebug Cookie Co.** *Approved 3/0*
- d. **Emi and Ali Handmade Designs** *Approved 3/0*
- e. **JB's (no vendor agreement received)** *Table until vendor agreement received*
- f. **Mama G's** *Approved 3/0 with the condition that no CBD oils/products be sold*
- g. **Naturally Natiive** *Approved 3/0*
- h. **Nearby Naturals** *Approved 3/0*
- i. **Le Petit Paris / Pane D'Or** *Approved 3/0*
- j. **Saber Soaps** *Approved 3/0*
- k. **Samosa Mama (no vendor agreement received)** *Table until vendor agreement received*

10. **Adjourn** *Meeting adjourned at 11:08am*

THE TOWN OF
Windermere



614 MAIN ST. WINDERMERE, FL 34786
OFFICE: (407) 876-2563 FAX: (407) 876-0103

WINDERMERE FOOD TRUCK VENDOR APPLICATION

Name: ALVARO ALVES-LAZARO Truck Name: AL'S ICE CREAM GELATO
Address: 10604 REAMS ROAD WINDERMERE FL
Email: ALS.ICECREAMGELATO@GMAIL.COM Primary Phone: 407 4067670

Thank you for your interest in the Town of Windermere Family Food Truck Events. The event is organized by Mark Baratelli of The Daily City; but is owned by the Town of Windermere.

Please read and review the rules and regulations for the event prior to completing this application

PLEASE INITIAL EACH STATEMENT & SIGN

R \$150 fee is due no later than one (1) week prior to each Windermere Food Truck event, and is payable by credit card (Visa, MasterCard, or Discover. American Express not accepted). Credit Card Authorization Forms can be obtained from Diane Edwards (dedwards@town.windermere.fl.us). Please notify Diane as soon as you cancel or change cards, and she will provide you with a new form. It is the sole responsibility of the vendor to provide accurate and current payment information; Windermere is not responsible for any overdraft or overage fees associated with the card on file. Late payments will result in additional fees, and too many will result impact ability to participate in future events.

R A copy of your Certificate of Liability Insurance with the Town of Windermere (614 Main Street, Windermere, FL 34786) listed as the Certificate Holder, Local Business Tax Receipt, and State of Florida Mobile Food Dispensing Vehicle License will be due upon approval.

R Vendor is required to provide a trash can with a lid. Removal of trash and clean up in your area is required; even if it is not yours.

R Arrival time is 3:00pm. Set-up must wait until all trucks are in place. Trucks will stage in designated area prior to entering event space. Please do not arrive prior to 3:00pm; the weekly Farmers Market will be breaking down and early arrival will cause congestion and delays.

THE TOWN OF
Windermere



614 MAIN ST. WINDERMERE, FL 34785
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R Vendor is to provide their own power supply to connect to the Town's electrical supply. All power cords that are in the service area must be secured to the ground to avoid accidents per Florida State Law. **The Town of Windermere does supply an adapter for \$100.** Please ensure your cord is the appropriate length.

R Vendor must identify the amount of amperage needed to run the Truck during the event. **Please review the attachment for the appropriate plug and amp size.** We also have a 20 amp that utilizes the standard 3 prong plug. It is the Vendor's responsibility to ensure they have the correct plug and to understand their own power needs. The Town will not be responsible for any damages caused by power.

R Vendor is required to hook up to the Town's electrical outlets. **No generators will be allowed.**

R Should a Vendor show up without the appropriate hookups or is unable to connect to the Town's power supply, they will be asked to leave the event, if prior to 4:30pm. Should this occur after 4:30pm, the Vendor will need to close down their Truck and not allow service. They will not be allowed to remove their Truck until after the event has ended.

R Service time is from 5:00pm until 9:30pm. NO EXCEPTIONS!

R Each truck should be prepared to serve approximately 250-300 people. Packing and cleaning up is permitted if you sell out prior to 9:30pm. Your truck must remain lit and accessible to optimize a professional look. The event ends at 9:30pm. It is the Vendor's responsibility to ensure they are not preparing/serving food or collecting payments after 9:30pm. Habitual disregard will affect ability to participate in future events.

R Each vendor must collect 6.5% on all taxable sales.

R The Town of Windermere reserves the right to alter scheduled dates, rotations, Truck participation, and Truck availability based on cuisine, amperage, and conduct of participants.

R If your truck is scheduled for a Town of Windermere Food Truck Night event, and cannot attend for any reason, it is the Vendor's responsibility to find a suitable replacement. The Event Manager, Mark Baratelli (mark@thedailycity.com 407-308-1417), will provide you with a contact list. When a replacement is found, the original Truck will call, text, or email Mark for final approval. The replacement Truck must be cleared by Mark (*some replacements may not be approved for various reasons, ex: If the replacement truck serves lobster, and another lobster truck is already scheduled, the replacement truck will not be approved*), **AND** must be a Windermere-approved truck.



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R If a truck is scheduled for a Windermere Food Truck Night Event, and fails to show up, or does not find a suitable replacement, that truck forfeits their \$150 fee to the Town of Windermere.

R Each Truck is responsible for knowing and adhering to the rules set forth in this agreement. Parking is available on a first come-first serve basis. **NO PARKING IS ASSIGNED.**

R Events are rain or shine. In the rare instance that an event is cancelled, the Town Manager will determine whether trucks will be refunded or not be charged for their next scheduled event.

R Vendor shall indemnify and hold the Town of Windermere, its employees, agents, officials, and contractors, harmless from and against any and all claims; including, without limitation to, attorney's fees (whether incurred before during, or after trial, or upon appellate level) arising from the Vendor's participation in event.

The process after receiving an invite to a specific event date (after being selected by the Selection Committee) is as follows:

- Once your truck has been approved by the committee, Diane Edwards will contact you for any missing information such as liability insurance or Credit Card Authorization Forms.
- Truck Approval lists are updated monthly after each selection meeting and an availability sheet will be sent out to each new truck during the months of December, March, June, and September. Once the form is completed please return to Mark Baratelli via email.
- Schedules are created on a QUARTERLY basis (every three months). **Trucks can expect to be invited to an event zero to one event per quarter due to the high volume of trucks approved by the Town of Windermere Selection Committee.**

I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS AS SET FORTH IN THIS APPLICATION TO PARTICIPATE IN WINDERMERE FOOD TRUCK EVENTS, AND I AGREE TO ALL STATEMENTS.

Applicant Name (Printed): ALVARO ALVES-LAZARO

Applicant Signature: 

Date: 10.28.21

Witness Name (Printed): _____

Witness Signature: _____

Date: _____

08/15/21



All's ice cream
Gelato

All's
Ice Cream
Gelato



Gelato Sundaes



9

**Strawberry
banana sundae**



9

Oreo sundae



9

**Gelato Vanilla Chips
Ahoy Sundae**



9

Hot Fudge



9

**Al's Delight
sundae**



9

**Gelato Vanilla
Cookie Dough Sundae**



10

Churros



9

Reese's sundae



10

Açai sundae



9

Crème Brûlée

Gelato Sundaes



Strawberry banana sundae 9



Oreo sundae 9



Gelato Vanilla Chip Ahoy sundae 9



Hot fudge sundae 9



Al's Delight sundae 9



Gelato Vanilla Caramel Donut Sundae 9



Churros sundae 10



Reese's sundae 9



Acai sundae 10



Crème Brûlée sundae 9



Gelato Dessert Sundaes



Brownie cheesecake sundae 15



Tiramisu sundae 15



Plant based ice cream sundae 15



Brownie sundae 15



Al's Frazzledon Sundae 15



Gelato Gino's dessert sundae 15



Caramel Cheesecake Sundae with Miniern Slices 15



Oreo Cheesecake Gelato Dessert Sundae 15



Gelato Limoncello Dessert Sundae 15



New York City's Cheesecake with Strawberry 15





JANICE P. ALMOND

















614 MAIN ST. WINDERMERE, FL 34786
OFFICE: (407) 876-2563 FAX: (407) 876-0103

WINDERMERE FOOD TRUCK VENDOR APPLICATION

Name: Alexis Santeliz Truck Name: Arepa Pela
Address: 2942 Fulling tree Circle Orlando, FL 32837
Email: arepapelaoorlando@gmail.com Primary Phone: 407-808-3594

Thank you for your interest in the Town of Windermere Family Food Truck Events. The event is organized by Mark Baratelli of The Daily City; but is owned by the Town of Windermere.

Please read and review the rules and regulations for the event prior to completing this application

PLEASE INITIAL EACH STATEMENT & SIGN

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AS Vendor is required to provide a trash can with a lid. Removal of trash and clean up in your area is required; even if it is not yours.

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Applicant Name (Printed): Alexis Santelzy

Applicant Signature: [Signature]

Date: 11/19/2021

Witness Name (Printed): Doughia [Signature]

Witness Signature: [Signature]

Date: 11/19/2021





REPA

ERING
NEW WAY OF EAT
HEALTHY

Menu board with a logo and text:

- ITEMS
- ITEMS
- ITEMS



AREPAS

LAPELUA.

Arepa Filled with Shredded Beef and Yellow Cheese.

\$7.00

CATIRA.

Arepa Filled with Chicken and Yellow Cheese.

\$7.00

DOMINO.

Arepa Filled with Black Beans and White Cheese.

\$7.00

REINA PEPIADA.

Arepa Filled with a Mix of Chicken, Avocado and Mayonaisse.

\$7.00

PABELLON.

Arepa Filled with Shredded Beef, Black Beans, Fried Plantains and White Cheese.

\$7.00

LA RUMBERA.

Arepa Filled with Carnitas (beef) and Feta Cheese.

\$7.00

AREPA BOWL

Choice of Meat (Chicken, Beef, Pork), Black Beans, Rice, Fried Plantain and White or Yellow Cheese. Topped with a Creamy Arepa. Served in a Bowl.

\$12.00

DRINKS

SODA.

\$1.50

WATER.

\$1.00

MALTA.

\$1.50

PAPELON CON LIMON.

\$2.50

LEMONADE.

\$2.50

AREPA PELA

CATERING



THE NEW WAY OF EATING
HEALTHY

EMPANADAS

CARNE

(Shredded Beef)

\$3.00

POLLO

(Shredded Chicken)

\$3.00

QUESO

(Mild Cheese)

\$3.00

EMPANADA SAMPLER

\$6.00

*4 mini empanadas :
2 Chicken, 1 Beef, 1 Cheese.*

TEQUEÑOS

Fried Bread Dough with Fresh Cheese Stuffed in the Middle

(5 per order)

QUESO.

\$6.00

QUESO con PLATANO.

Cheese and Fried Plantain.

\$6.00

QUESO con GUAYABA.

Cheese and Guava.

\$6.00

CACHAPAS

Corn Pancakes

CON QUESO

\$9.00

Add Soy Protein

\$3.00

DESSERTS

FLAN.

\$3.00

TRES LECHES.

\$3.00

BREAD PUDDING with ROUBRON SAUCE.

\$3.50

CARAMELIZED PLANTAINS with VANILLA

\$5.00

ICE CREAM

\$5.00









614 MAIN ST. WINDERMERE, FL 34786
OFFICE: (407) 876-2563 FAX: (407) 876-0103

WINDERMERE FOOD TRUCK VENDOR APPLICATION

Name: Lilian Brogna Truck Name: Delicatto Café
Address: 15657 Golden Bell St, Winter Garden, FL 34787
Email: lilian@delicattocafe.com Primary Phone: (689) 444-0478

Thank you for your interest in the Town of Windermere Family Food Truck Events. The event is organized by Mark Baratelli of The Daily City; but is owned by the Town of Windermere.

Please read and review the rules and regulations for the event prior to completing this application

PLEASE INITIAL EACH STATEMENT & SIGN

LB \$150 fee is due no later than one (1) week prior to each Windermere Food Truck event, and is payable by credit card (Visa, MasterCard, or Discover. American Express not accepted). Credit Card Authorization Forms can be obtained from Diane Edwards (dedwards@town.windermere.fl.us). Please notify Diane as soon as you cancel or change cards, and she will provide you with a new form. It is the sole responsibility of the vendor to provide accurate and current payment information; Windermere is not responsible for any overdraft or overage fees associated with the card on file. Late payments will result in additional fees, and too many will result impact ability to participate in future events.

LB A copy of your Certificate of Liability Insurance with the Town of Windermere (614 Main Street, Windermere, FL 34786) listed as the Certificate Holder, Local Business Tax Receipt, and State of Florida Mobile Food Dispensing Vehicle License will be due upon approval.

LB Vendor is required to provide a trash can with a lid. Removal of trash and clean up in your area is required; even if it is not yours.

LB Arrival time is 3:00pm. Set-up must wait until all trucks are in place. Trucks will stage in designated area prior to entering event space. Please do not arrive prior to 3:00pm; the weekly Farmers Market will be breaking down and early arrival will cause congestion and delays.



614 MAIN ST. WINDERMERE, FL 34786

OFFICE: (407) 876-2563 FAX: (407) 876-0103

LB Vendor is to provide their own power supply to connect to the Town's electrical supply. All power cords that are in the service area must be secured to the ground to avoid accidents per Florida State Law. **The Town of Windermere does supply an adapter for \$100.** Please ensure your cord is the appropriate length.

LB Vendor must identify the amount of amperage needed to run the Truck during the event. **Please review the attachment for the appropriate plug and amp size.** We also have a 20 amp that utilizes the standard 3 prong plug. It is the Vendor's responsibility to ensure they have the correct plug and to understand their own power needs. The Town will not be responsible for any damages caused by power.

LB Vendor is required to hook up to the Town's electrical outlets. **No generators will be allowed.**

LB Should a Vendor show up without the appropriate hookups or is unable to connect to the Town's power supply, they will be asked to leave the event, if prior to 4:30pm. Should this occur after 4:30pm, the Vendor will need to close down their Truck and not allow service. They will not be allowed to remove their Truck until after the event has ended.

LB Service time is from 5:00pm until 9:30pm. NO EXCEPTIONS!

LB Each truck should be prepared to serve approximately 250-300 people. Packing and cleaning up is permitted if you sell out prior to 9:30pm. Your truck must remain lit and accessible to optimize a professional look. The event ends at 9:30pm. It is the Vendor's responsibility to ensure they are not preparing/serving food or collecting payments after 9:30pm. Habitual disregard will affect ability to participate in future events.

LB Each vendor must collect 6.5% on all taxable sales.

LB The Town of Windermere reserves the right to alter scheduled dates, rotations, Truck participation, and Truck availability based on cuisine, amperage, and conduct of participants.

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614 MAIN ST. WINDERMERE, FL 34786
OFFICE: (407) 876-2563 FAX: (407) 876-0103

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LB Each Truck is responsible for knowing and adhering to the rules set forth in this agreement. Parking is available on a first come-first serve basis. **NO PARKING IS ASSIGNED.**

LB Events are rain or shine. In the rare instance that an event is cancelled, the Town Manager will determine whether trucks will be refunded or not be charged for their next scheduled event.


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- Schedules are created on a QUARTERLY basis (every three months). **Trucks can expect to be invited to an event zero to one event per quarter due to the high volume of trucks approved by the Town of Windermere Selection Committee.**

I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS AS SET FORTH IN THIS APPLICATION TO PARTICIPATE IN WINDERMERE FOOD TRUCK EVENTS, AND I AGREE TO ALL STATEMENTS.

Applicant Name (Printed): Lilian Brogna

Applicant Signature: 

Date: 10-12-2021

Witness Name (Printed): _____

Witness Signature: _____

Date: _____



407-734-0777
delicattocoffee.com

Delicatto
coffee

Delicatto
coffee

Delicatto
coffee
100% Arabica
Whole Bean
Coffee
100% Natural
Flavor
No Additives
No Preservatives
No Sugar
No Fat
No Cholesterol
No Sodium
No Trans Fat
No MSG
No Artificial
Flavors
No Artificial
Colors
No GMO
No Pesticides
No Fertilizers
No Herbicides
No Insecticides
No Fungicides
No Rodenticides
No Antifungals
No Antiparasitics
No Antimicrobials
No Antivirals
No Anticancer
No Antidiabetic
No Antihypertensive
No Antihyperlipidemic
No Antihyperuricemic
No Antihypercholesterolemic
No Antihyperglycemic
No Antihypertriglyceridemic
No Antihypercholesterolemic
No Antihypertriglyceridemic
No Antihypercholesterolemic
No Antihypertriglyceridemic



Coffee

Small	1.50
Medium	2.00
Large	2.50
Extra Large	3.00
Hot	1.50
Cold	2.00
Latte	2.50
Macchiato	2.00
Cappuccino	2.50
Espresso	1.50
Amaretto	2.00



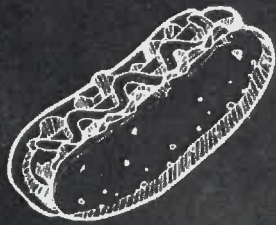
407-734-0777
delicatxocafe.com



HOT DOG & MEATBALL NIGHT

HOT DOG SPECIALS

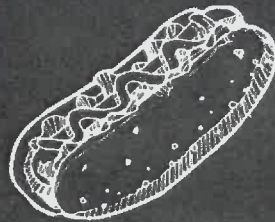
Served with fries



PLAIN

grilled beef sausage on a bun

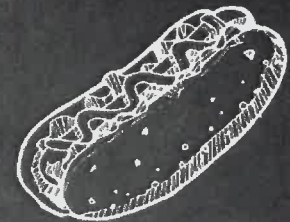
\$6.70



AMERICAN

grilled beef sausage, mustard, relish, onion, cheese, tomato, pepper, pickle

\$10.50



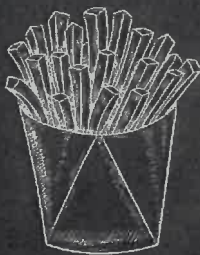
BRAZILIAN

sausage, sauce, cheese, bacon, mashed potato, corn, shoestring potatoes, mayo, ketchup, mustard

\$10.50

MEATBALLS

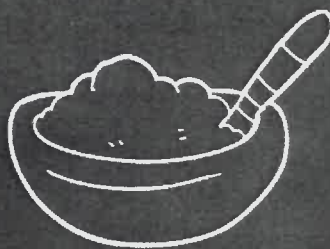
Yummy homemade-from-scratch meatballs



MEATBALLS & FRIES

deep-fried meatballs served with fries

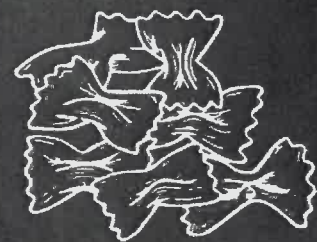
\$7



MEATBALLS & MASHED POTATOES

meatballs and creamy mashed potatoes and gravy

\$8.50



MEATBALLS & PESTO PASTA

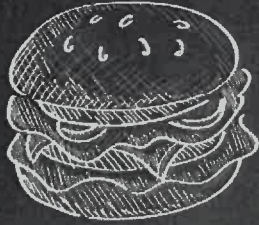
meatballs with flavorful creamy garlic pesto pasta

\$15.50

BURGER & TENDER NIGHTS

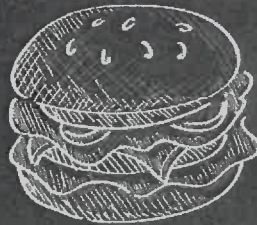
BURGER SPECIALS

Homemade beef patty on a yummy bun, served with fries



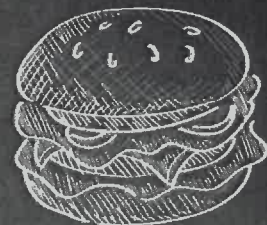
CHEESEBURGER

mayo, ketchup, mustard, beef patty, cheese, grilled onion, lettuce, tomato



BACON BURGER

mayo, ketchup, mustard, beef patty, cheese, bacon, grilled onion, lettuce, tomato



BRAZILIAN BURGER

mayo, ketchup, mustard, patty, cheese, bacon, ham, hot dog sausage, egg, corn, grilled onion, lettuce, tomato

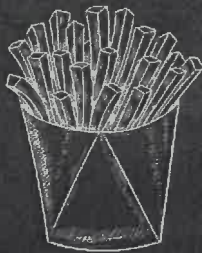
\$9.90

\$12.50

\$15

CHICKEN TENDERS

Homemade chicken tenders, hand-breaded

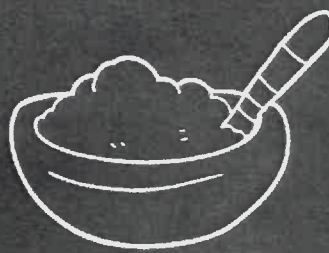


TENDERS &

FRIES

Chicken tenders freshly fried with fries

\$9

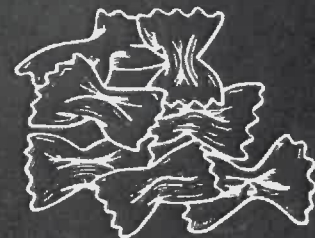


TENDERS &

MASHED

Chicken tenders served with creamy mashed potatoes and gravy

\$10



TENDERS &

PESTO PASTA

Chicken tenders with flavorful creamy garlic pesto pasta

\$17









614 MAIN ST. WINDERMERE, FL 34786
OFFICE: (407) 876-2563 FAX: (407) 876-0103

WINDERMERE FOOD TRUCK VENDOR APPLICATION

Name: Diana Hoffman Truck Name: Holelottadonuts

Address: 4536 Empire Church Road Groveland, FL 34736

Email: dianaghoffman123@gmail.com Primary Phone: 954-240-9869

Thank you for your interest in the Town of Windermere Family Food Truck Events. The event is organized by Mark Baratelli of The Daily City; but is owned by the Town of Windermere.

Please read and review the rules and regulations for the event prior to completing this application

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Windermere



614 MAIN ST. WINDERMERE, FL 34786

OFFICE: (407) 876-2563 FAX: (407) 876-0103

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Applicant Name (Printed): Diana Hoffman

Applicant Signature: 

Date: 11/14/2021

Witness Name (Printed): Nelson Martinez

Witness Signature: 

Date: 11/14/2021

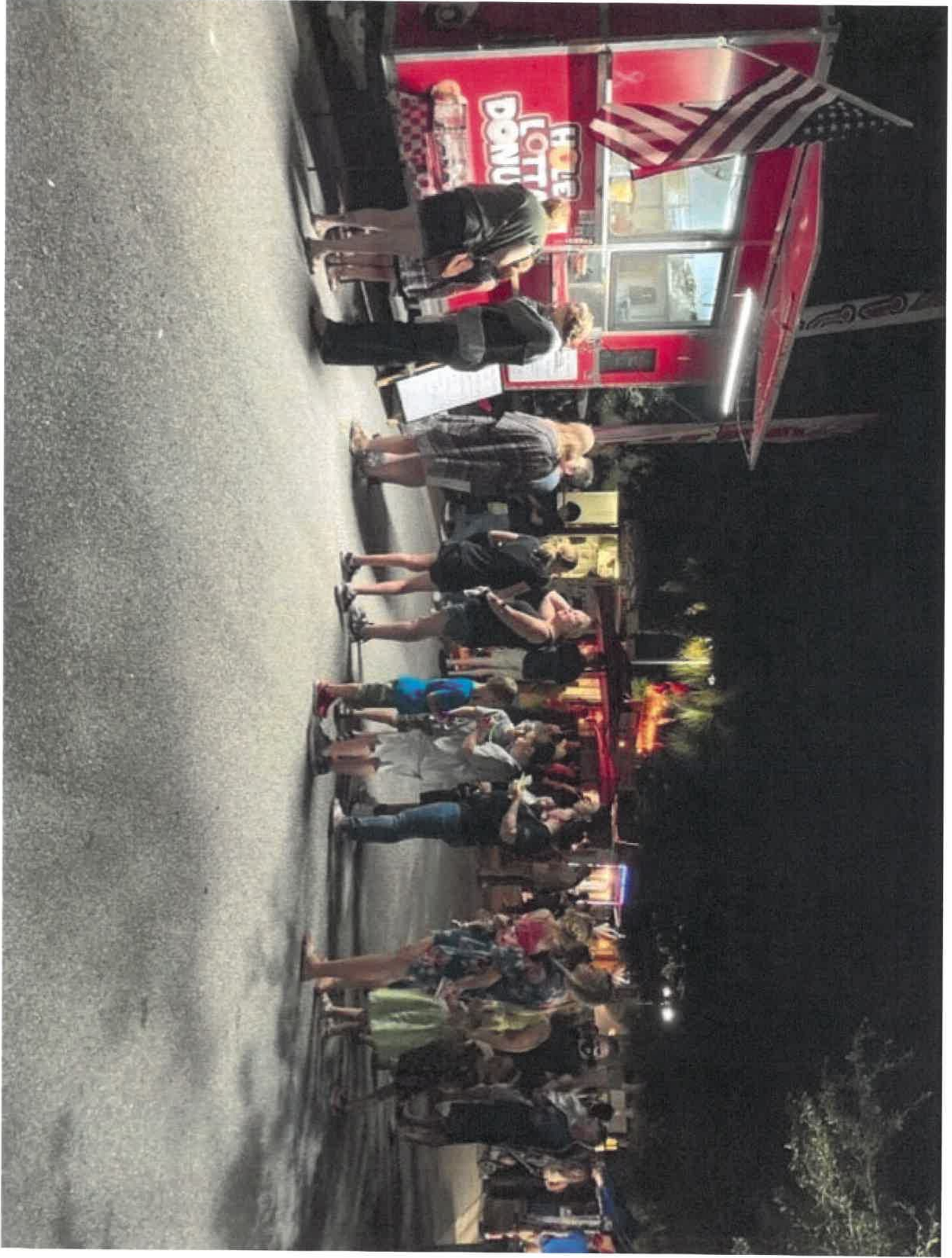


HOLE LOTTA DONUTS

Open 11am-5pm
at the Clubhouse
for the Hole Lotta Donuts
Fundraising Event
on Tuesday, October 10th
from 11am-5pm. All proceeds
will go to the American Cancer
Society. Thank you for your
support!

Donut Menu
Donuts are \$1.50 each
and \$10 for a dozen.
All donuts are made fresh
daily. We have a variety
of flavors to choose from.
Thank you for your support!





HOLE LOTTA DONUTS

- | | |
|---------------------------------------|--------|
| 1. Dozen plain mini donuts | \$5.00 |
| 2. Dozen glazed mini donuts | \$6.00 |
| 3. Dozen chocolate glazed mini donuts | \$6.00 |
| 4. Dozen cinnamon sugar mini donuts | \$6.00 |
| 5. Dozen powdered sugar mini donuts | \$6.00 |
| 6. 12 oz coffee | \$2.00 |
| 7. Bottled water | \$2.00 |
| 8. Soda | \$2.00 |

*Hot, fresh donuts
They're worth the wait!*

HOLE LOTTA DONUTS

- Apple Strudel \$6.00
- Chocolate BAVARIAN
- Chocolate PEANUT Butter
- CARAMEL
- STRAWBERRY
- LEMON
- GLAZED \$6.00

PLAIN \$5.00



Donut Bucket
Special

\$15.00

Refill

\$14.00











WINDERMERE FARMERS MARKET VENDOR AGREEMENT

Name: ANN P. EDWARDS

Business Name (if applicable): ANN'S APPLE

Address: 5374 DOVE TREE STREET

City: ORLANDO State: FLORIDA Zip: 32811

Telephone: 407-409-6478 EMAIL annphy1148@hotmail.com

Description of Products: CC: ERROLESTATE@gmail.com
HANDMADE NOVELTY PRODUCTS

I, the undersigned, have read the entire Vendor Information Packet governing the Windermere Farmer's Market, and agree to adhere to these guidelines.

I understand that the market reserves the right to limit the participation of a vendor.

I agree to indemnify and hold harmless the Windermere Downtown Business Committee, City of Windermere, River City Events and Gatherings, LLC and its agents, employees and volunteers from any liability, cost, damages, and other expenses suffered or incurred during the Market.

The market is not responsible for any vendors' property at the market, nor is it responsible for any liability arising from the negligent acts of vendors or their employees or for any injuries sustained by employees of and/or vendors. In the event the market is sued for any negligent acts of a vendor or his/her employees, the market's insurance will subrogate against a said vendor for the full amount of any loss paid.

I understand that I am responsible for adhering to all relevant government regulations e.g. health codes, licenses, etc.

Vendor Signature: A Edwards Date: 10/18/2021

Please email to:

Farmersmarket407@gmail.com

Please attach any license required for your business to this application along with photos.





ANN'S
APPLE













Tax Collector Scott Randolph

Local Business Tax Receipt

Orange County, Florida

This local Business Tax Receipt is in addition to and not in lieu of any other tax required by law or municipal ordinance. Businesses are subject to regulation of zoning, health and other lawful authorities. This receipt is valid from October 1 through September 30 of receipt year. **Delinquent penalty is added October 1.**

2021

EXPIRES 9/30/2022

3802-1199451

3802 TRADE AT FLEA/FARMER \$30.00

TOTAL TAX \$30.00
PREVIOUSLY PAID \$30.00
TOTAL DUE \$0.00



EDWARDS ANN

ANN'S APPLE
EDWARDS ANN
5374 DOVE TREE ST
ORLANDO FL 32811

VARIOUS LOCATIONS IN ORANGE COUNTY
U - WINDERMERE, 34786

PAID: \$30.00 2006-07313376 9/22/2021

This receipt is official when validated by the Tax Collector.

Orange County Code requires this local Business Tax Receipt to be displayed conspicuously at the place of business in public view. It is subject to inspection by all duly authorized officers of the County.

WINDERMERE FARMERS MARKET VENDOR AGREEMENT

Name: Guillermo Lopez

Business Name (if applicable): Do + Local Products LLC

Address: 13514 Sunnyside Village Drive

City: Windermere State: FL Zip: 32786

Telephone: 407-286-5852 Email: glopez@doandlocal.com

Description of Products: Fresh produce, flower bouquets

Flowers and plants

I, the undersigned, have read the entire Vendor Information Packet governing the Windermere Farmer's Market, and agree to adhere to these guidelines.

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I understand that I am responsible for adhering to all relevant government regulations (e.g. health codes, licenses, etc).

Vendor Signature: [Signature] Date: 10/16/2021

Please email to: [Signature]

info@windermerefarmersmarket.com

Please attach any licenses required for your business to this application along with photos.

attached











11:19



Lake Butler - Isleworth
Apr 10 - 1:50 PM

Edit

PHOTOCAST



Done

20 of 20





[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Limited Liability Company
BIONATURAL PRODUCTS, LLC

Filing Information

Document Number L14000102318
FEI/EIN Number 47-1221358
Date Filed 06/25/2014
State FL
Status ACTIVE
Last Event LC AMENDMENT
Event Date Filed 07/16/2014
Event Effective Date NONE

Principal Address

13506 Summerport Village Pkwy
ste 132
windermere, FL 34786

Changed: 03/07/2017

Mailing Address

13506 Summerport Village Pkwy
ste 132
windermere, FL 34786

Changed: 03/07/2017

Registered Agent Name & Address

ASMA, C.NICK, ESQ
884 S DILLARD STREET
WINTER GARDEN, FL 34787

Authorized Person(s) Detail

Name & Address

Title MGR

Nirh, Gunveen
13506 Summerport Village Pkwy
ste 132

WINDERMERE FARMERS MARKET VENDOR AGREEMENT

Name: Eric Belanger

Business Name (if applicable): Create3 Studios llc DBA Belanger Bagels

Address: 4339 Edgewater Drive

City: Orlando State: FL Zip: 32712

Telephone: 321-247-0863 EMAIL eric@belangerbagels.com

Description of Products:

Freshly baked Montreal Style Bagels, Cream Cheese, other bagel related baked goods [i.e. Bagel Chips], drinks.

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I understand that I am responsible for adhering to all relevant government regulations e.g. health codes, licenses, etc.

Vendor Signature: Eric Belanger Date: Nov29/21

Please email to:

Farmersmarket407@gmail.com

Please attach any license required for your business to this application along with photos.



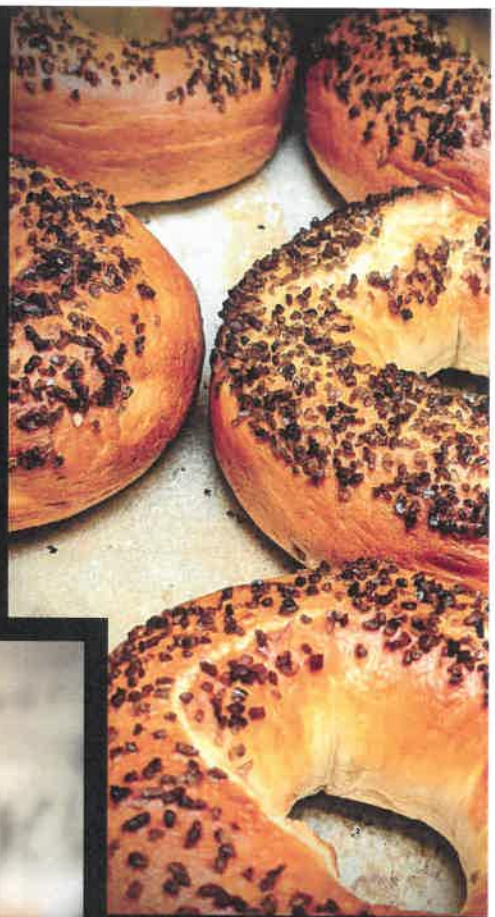
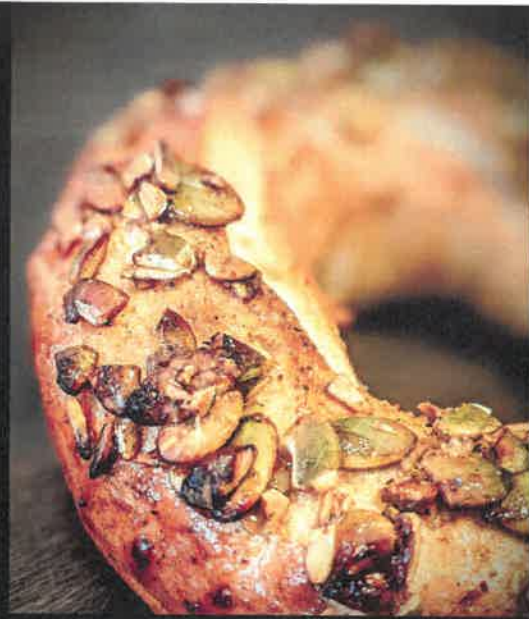


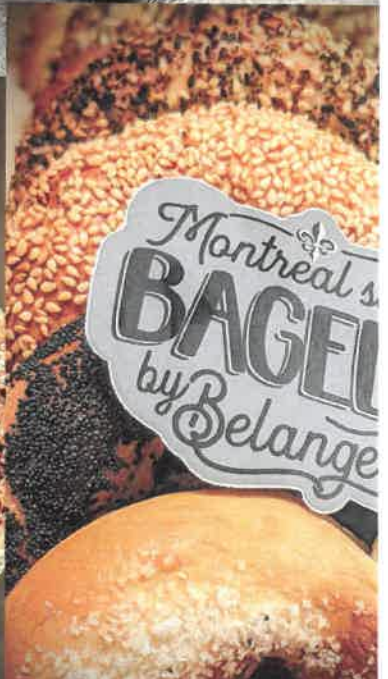
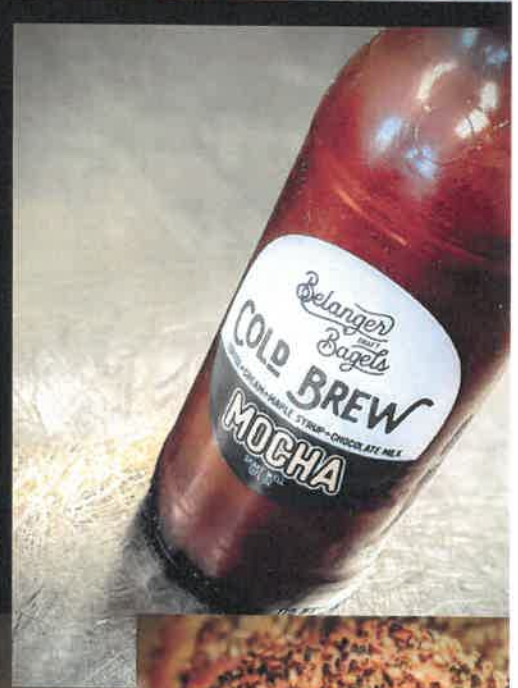
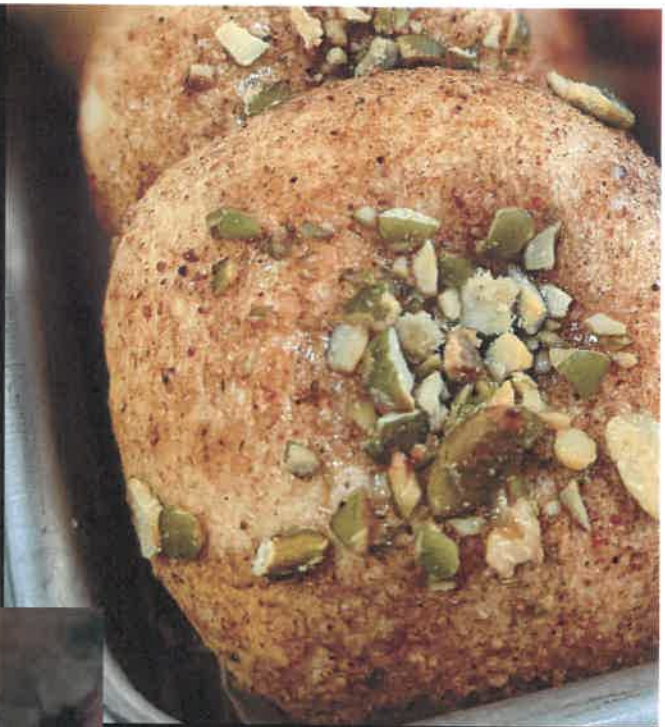
MONTREAL

Bagels

by Belanger









Florida Department of Agriculture and Consumer Services
Division of Food Safety

ANNUAL FOOD PERMIT

Chapter 500, Florida Statutes
Rule Chapter 5K-4.020 Florida Administrative Code
1 (800) HELP FLA | www.FDACS.gov

NICOLE "NIKKI" FRIED
COMMISSIONER

January 03, 2021

PERMIT TYPE: 164
PERMIT NUMBER: 2021-R-1884241
FOOD ENTITY NUMBER: 390529

PERMITTED LOCATION ADDRESS:

Belanger Bagels
Farmers Markets
Lake Mary, FL 32712

Belanger Bagels
1840 Eagles Rest DR,
Apopka, FL 32712-2060

The Annual Food Permit is attached below.

The attached permit will expire on December 31, 2021

This annual food permit must be detached and shall be displayed in a conspicuous location at your food establishment. Failure to conspicuously display the permit may result in administrative action for violation of 5K - 4.020, F.A.C.

This permit is non-transferrable.

The renewal fee for all food permits shall be the same as the food permit fee required by subsection 5K-4.020(4), F.A.C., and shall be due annually by January 1. A Food Establishment will be assessed a \$100 late fee in accordance with Chapter 500, F.S., if its renewal fee is received by the Department after January 30. This fee is in addition to the food permit fee required by subsection 5K-4.020(4), F.A.C.

It is the business owner's responsibility to ensure the accuracy of their account. Updates to the owner contact information, email, and mailing addresses can be made at <https://foodpermit.fdacs.gov> or at 1-800- HELP FLA (1-800-435-7352).

FDACS-14414 Rev 05/20



Department of Agriculture and Consumer Services
Division of Food Safety

2021

ANNUAL FOOD PERMIT

Chapter 500, Florida Statutes
1 (800) HELP FLA | www.FDACS.gov

NICOLE "NIKKI" FRIED
COMMISSIONER

PERMIT TYPE: 164
FOOD ENTITY NUMBER: 390529

LOCATION:
Belanger Bagels
Farmers Markets
Lake Mary, FL 32712

OWNER:
Belanger Bagels
1840 Eagles Rest DR,
Apopka, FL 32712-2060

EXPIRATION DATE: December 31, 2021

This permit must be conspicuously displayed at permitted location and is not transferable. Rule 5K - 4.020(2) and 5K - 4.020(4)(a) F.A.C.

FDACS-14414 Rev 05/20



NICOLE "NIKKI" FRIED
COMMISSIONER

Florida Department of Agriculture and Consumer Services
Division of Food Safety

ANNUAL FOOD PERMIT

Chapter 500, Florida Statutes
Rule Chapter 5K-4.020 Florida Administrative Code
1 (800) HELP FLA | www.FDACS.gov

January 03, 2021

PERMIT TYPE: 421
PERMIT NUMBER: 2021-R-1886134
FOOD ENTITY NUMBER: 392687

PERMITTED LOCATION ADDRESS:

Belanger Bagels
4339 Edgewater DR
Orlando, FL 32804-2158

Belanger Bagels
1840 Eagles Rest DR,
Apopka, FL 32712-2060

The Annual Food Permit is attached below.

The attached permit will expire on December 31, 2021

This annual food permit must be detached and shall be displayed in a conspicuous location at your food establishment. Failure to conspicuously display the permit may result in administrative action for violation of 5K - 4.020, F.A.C.

This permit is non-transferrable.

The renewal fee for all food permits shall be the same as the food permit fee required by subsection 5K-4.020(4), F.A.C., and shall be due annually by January 1. A Food Establishment will be assessed a \$100 late fee in accordance with Chapter 500, F.S., if its renewal fee is received by the Department after January 30. This fee is in addition to the food permit fee required by subsection 5K-4.020(4), F.A.C.

It is the business owner's responsibility to ensure the accuracy of their account. Updates to the owner contact information, email, and mailing addresses can be made at <https://foodpermit.fdacs.gov> or at 1-800- HELP FLA (1-800-435-7352).

FDACS-14414 Rev 05/20



NICOLE "NIKKI" FRIED
COMMISSIONER

Department of Agriculture and Consumer Services
Division of Food Safety

ANNUAL FOOD PERMIT

Chapter 500, Florida Statutes
1 (800) HELP FLA | www.FDACS.gov

2021

PERMIT TYPE: 421
FOOD ENTITY NUMBER: 392687

LOCATION:
Belanger Bagels
4339 Edgewater DR
Orlando, FL 32804-2158

OWNER:
Belanger Bagels
1840 Eagles Rest DR,
Apopka, FL 32712-2060

EXPIRATION DATE: December 31, 2021

This permit must be conspicuously displayed at permitted location and is not transferable. Rule 5K - 4.020(2) and 5K - 4.020(4)(a) F.A.C.

FDACS-14414 Rev 05/20



**FOOD
LIABILITY
INSURANCE
PROGRAM**

<http://www.fliprogram.com>

844-520-6992

Powered by Veracity Insurance
Solutions, LLC



Great American Alliance Insurance Company
301 E. Fourth Street, 25 S
Cincinnati, OH 45202-4201

**COMMERCIAL GENERAL LIABILITY COVERAGE PART - OCCURRENCE FORM
CERTIFICATE PAGE**

IT IS AGREED THAT THIS CERTIFICATE IS ISSUED TO THE CERTIFICATE HOLDER LISTED BELOW TO CERTIFY COVERAGE UNDER THE COMMERCIAL GENERAL LIABILITY INSURANCE MASTER POLICY LISTED BELOW.

INSURANCE COMPANY: GREAT AMERICAN ALLIANCE INSURANCE COMPANY NAMED INSURED: BEAUTY HEALTH & TRADE ALLIANCE CERTIFICATE HOLDER: Create3 Studios LLC, DBA Belanger Bagels ADDRESS: 1840 Eagles Rest Dr, Apopka, Florida 32712 POLICY PERIOD: 11/23/2021 to 11/23/2022 12:01 A.M. Standard Time at the Address of The Certificate Holder	POLICY NUMBER: PLE738466 CERTIFICATE NUMBER: F136190
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LIMITS OF INSURANCE

General Aggregate Limit (Other than Products-Completed Operations)	\$	2,000,000	
Products-Completed Operations Aggregate Limit	\$	2,000,000	
Personal and Advertising Injury Limit	\$	1,000,000	
General Each Occurrence Limit	\$	1,000,000	
Damage to Premises Rented to You Limit	\$	300,000	Any One Premises
Medical Expense Limit	\$	5,000	Any One Person
Professional Coverage Extension	\$	Not Purchased	Each Claim
	\$	Not Purchased	Aggregate
Professional Coverage Deductible	\$	Not Purchased	Each Claim
Liability Deductible			None

FORM OF BUSINESS: LLC

PREMIUM:	\$	169	
BHTA Fee:	\$	76	
TOTAL ANNUAL COST:	\$	245	(The cost is 100% earned/non refundable)

CODE NUMBER: 11168 **PREMIUM BASIS: Gross Sales** **EXPOSURE: Up to \$50,000**
BUSINESS DESCRIPTION: Vendor, Distributor, or Manufacturer of food products; Catering , Concessions , Farmers Market Vendor , Home-Based Baker

THIS INSURANCE IS SUBJECT TO ALL THE TERMS AND CONDITIONS, INCLUDING APPLICABLE ENDORSEMENTS, OF THE COMMERCIAL GENERAL LIABILITY INSURANCE MASTER POLICY. A COPY OF THE COMMERCIAL GENERAL LIABILITY INSURANCE MASTER POLICY ACCOMPANIES THIS CERTIFICATE. ADDITIONAL COPIES WILL BE PROVIDED TO THE CERTIFICATE HOLDER. PLEASE READ THE POLICY AND ALL ENDORSEMENTS.

NO ADMISSION OF LIABILITY MAY BE MADE EITHER VERBALLY OR IN WRITING

FULL DETAIL OF ANY INCIDENT SHOULD BE SENT IMMEDIATELY BY EMAIL TO CLAIMS@VOPINS.COM OR BY LETTER TO VERACITY INSURANCE SOLUTIONS, LLC 260 SOUTH 2500 WEST SUITE 303, PLEASANT GROVE, UT 84062.

FORMS AND ENDORSEMENTS applicable to all Coverage Parts and made part of this Policy at time of issue are listed on the attached Forms and Endorsements Schedule IL 88 01 (11/85).

ADMINISTRATED BY



Veracity Insurance Solutions, LLC
260 South 2500 West Suite 303
Pleasant Grove Utah 84062
888-568-0548
info@fliprogram.com

ADMINISTRATOR'S SIGNATURE: 



2021 Florida Annual Resale Certificate for Sales Tax

DR-13
R. 10/20

This Certificate Expires on December 31, 2021

Business Name and Location Address

Certificate Number

CREATE3 STUDIOS LLC
BELANGER BAGELS
4339 EDGEWATER DR
ORLANDO, FL 32804-2158

58-8018047503-9

By extending this certificate or the certificate number to a selling dealer to make eligible purchases of taxable property or services exempt from sales tax and discretionary sales surtax, the person or business named above certifies that the taxable property or services purchased or rented will be resold or re-rented for one or more of the following purposes:

- Resale as tangible personal property.
- Re-rental as tangible personal property.
- Resale of services.
- Re-rental as commercial real property.
- Incorporation into tangible personal property being repaired.
- Re-rental as transient rental property.
- Incorporation as a material, ingredient, or component part of tangible personal property that is being produced for sale by manufacturing, compounding, or processing.

Your *Florida Annual Resale Certificate for Sales Tax* (Annual Resale Certificate) allows you or your representatives to buy or rent property or services tax exempt when the property or service is resold or re-rented. You **may not** use your Annual Resale Certificate to make tax-exempt purchases or rentals of property or services that will be used by your business or for personal purposes. Florida law provides for criminal and civil penalties for fraudulent use of an Annual Resale Certificate.

As a seller, you must document each tax-exempt sale for resale using one of three methods. You can use a different method each time you make a tax-exempt sale for resale.

1. Obtain a copy (paper or electronic) of your customer's current Annual Resale Certificate.
2. For each sale, obtain a transaction authorization number using your customer's Annual Resale Certificate number.
3. Each calendar year, obtain annual vendor authorization numbers for your regular customers using their Annual Resale Certificate numbers.

Online: Visit floridarevenue.com/taxes/certificates

Phone: 877-357-3725 and enter your customer's Annual Resale Certificate number

Mobile App: Available for iPhone, iPad, and Android devices

Date of this notice: 10-22-2018

Employer Identification Number:
83-2277087

Form: SS-4

Number of this notice: CP 575 G

CREATE3 STUDIOS LLC
ERIC BELANGER SOLE MBR
1840 EAGLES REST DR
APOPKA, FL 32712

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 83-2277087. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear off stub and return it to us.

A limited liability company (LLC) may file Form 8832, *Entity Classification Election*, and elect to be classified as an association taxable as a corporation. If the LLC is eligible to be treated as a corporation that meets certain tests and it will be electing S corporation status, it must timely file Form 2553, *Election by a Small Business Corporation*. The LLC will be treated as a corporation as of the effective date of the S corporation election and does not need to file Form 8832.

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at www.irs.gov. If you do not have access to the Internet, call 1-800-829-3676 (TTY/TDD 1-800-829-4059) or visit your local IRS office.

IMPORTANT REMINDERS:

- * Keep a copy of this notice in your permanent records. **This notice is issued only one time and the IRS will not be able to generate a duplicate copy for you.** You may give a copy of this document to anyone asking for proof of your EIN.
- * Use this EIN and your name exactly as they appear at the top of this notice on all your federal tax forms.
- * Refer to this EIN on your tax-related correspondence and documents.

If you have questions about your EIN, you can call us at the phone number or write to us at the address shown at the top of this notice. If you write, please tear off the stub at the bottom of this notice and send it along with your letter. If you do not need to write us, do not complete and return the stub.

Your name control associated with this EIN is CREA. You will need to provide this information, along with your EIN, if you file your returns electronically.

Thank you for your cooperation.