



Department of Parks, Recreation & Forestry

**FOOD TRUCK  
AUTHORIZATION FORM**

Food trucks may be used for approved private events or community special events. Facility renter must complete a "Food Truck Authorization Form" two weeks prior to the reservation date. Food vendors may only sell to guests of the event and must post signage stating as such. Food truck-parking locations require Director Approval and must be on a paved surface. All vendors must remove all refuse from the site. If refuse is not removed, the renter is subject to additional charges for labor and clean up.

Date of Event: \_\_\_\_\_

Renter Name: \_\_\_\_\_

Reserved Space: \_\_\_\_\_

**Food Truck #1**

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

**Food Truck #2**

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

**Additional Charges**

*As the approved renter, I understand the Food Truck vendor may only sell to guests of my event and the vendor is responsible to remove all refuse from the site. If the vendor fails to remove refuse, I, the renter, am subject to additional charges for labor and clean up performed by City staff.*

\_\_\_\_\_  
Renters Signature

Date: \_\_\_\_\_

Approval by:

\_\_\_\_\_  
Director of Parks, Recreation & Forestry

Date: \_\_\_\_\_