



FOOD TRUCK PERMIT

Requirements (Must have all items below before a permit is issued):

- o First District Health Unit - Mobile Food Unit License
- o Liability Certificate of Insurance
- o Copy of Sales Tax License
- o \$150 Park District Permit Fee
- o Complete Menu
- o Picture of Food Truck

Must bring proof of insurance and First District Health Unit license to the Minot Park office located at 420 3rd Ave SW, Minot, ND 58701 to obtain your Food Truck Permit.

* In order to serve food in any of our Parks you must have a permit. If you do not have a permit and are in one of our parks, you will be asked to leave and be subject to fines.

Food Truck Vending Application

Minot Park District

General Information

Applicant: _____

Business Name: _____

Address: _____

Phone: (Cell) _____ (Work) _____

Email: _____

Vending Vehicle Type (Circle One):

Drivable Food Truck

Enclosed Trailer w/ Serving Window

Attachments Required Prior to Submittal:

- General Liability Certificate of Insurance naming the Minot Park District as additional insured in the minimum amount of \$2,000,000 aggregate and \$1,000,000 per occurrence.
- Copy of Sales Tax License
- Copy of mobile food license from North Dakota Department of Health-Division of Food and Lodging. Mobile food licenses from other jurisdictions are not allowed. The Division of Food and Lodging licenses all mobile food vendors in our jurisdiction and therefore each vendor would need to be licensed with them in order to operate in Minot.
 - Complete Menu, Including Pricing Information
 - Application/Permit Fee - \$150.00

I hereby certify that the business listed above is operated in compliance with all applicable requirements of the City Ordinance and State Law. I acknowledge this application is subject to all the terms and conditions for vending in the parks found in the Minot Municipal Code, including those imposed by the decision making body as they relate to the Mobile Food Vending Permit. I understand that any false statements or omissions may result in revocation of this permit and may jeopardize the approval of future permits. I further acknowledge that I have read the applicable rules and requirements attached to this permit and agree to fully comply with the regulations set by the City of Minot.

Applicant's Signature:

Date:

Department Approval Approved By

Date:

Rules and Requirements for Food Trucks for Minot Parks

The following rules and requirements shall apply to all Food Truck vending:

1. Permits are good for the calendar year.
2. Hours of operation are between 6:00 am and 11:00 pm.
3. Operations shall not obstruct the visibility of motorists, nor obstruct parking lot circulation or block access to a public street, bike path, or sidewalk.
4. Food Truck operations shall obey all parking and traffic laws.
5. Approved permit must be kept with the mobile food vending operation, and provided to Park staff and Law Enforcement when requested.
6. Signs must be permanently affixed or painted on the vehicle or structure engaged in the mobile food vending operation. No other signage is permitted.
7. Operators shall be responsible for the storage and daily removal of all trash, refuse, and litter. Such material generated from the mobile food vending operation shall not be deposited in park trash cans, nor bagged and left in the park.
8. Food Trucks shall be removed at the end of each business day.
9. No sale or distribution of alcohol is allowed.
10. The application must be turned into nicole.binion@minotparks.com at least 7 days prior to your first day of operation.
11. The Park District staff will approve a list of specific locations. If there is a location not on this list, please contact nicole.binion@minotparks.com.
12. If Park District events are going on, you will need prior approval be Park District event staff to be in attendance. With that, additional special event permits may be required.

Approved locations:

FOR QUESTIONS REGARDING FOOD TRUCK PERMITS PLEASE CONTACT:

Minot Park District
420 3rd Ave SW
Minot, ND 58701
701-857-4136