



PARKS & RECREATION  
(520) 445- 7850  
17501 S CAMINO DE LAS QUINTAS

#### **Guideline #04-2017 Mobile Food Trucks and Concession Pad Permit**

**Background:** North Santa Cruz Park and Quail Creek – Veterans Municipal Park do not have permanent concession buildings near the sports fields. Mobile Concessioners (a.k.a. Food Trucks) may apply for a permit to park at a concession pad, which has electricity, and provide food services.

Vending on a street or parking lot within a public park shall be prohibited, unless the street vendor has applied and has been granted a permit signed by the Parks and Recreation Director. (Town Code 5.15.090)

#### **Definitions:**

- “Street Vending” means peddling, vending, selling, displaying, or offering for sale any food product, toy, or tangible personal property or other thing of value. (Town Code 5.15.010)
- “Permit” means authority issued by the parks and recreation director granting a named person or persons permission to perform a specified activity in a park or any portion thereof. (Town Code 12.05.010)

#### **Guidelines for Issuance:**

Concessioners are eligible for a permit on a first-come, first-served basis. Concessioners shall obtain the following items prior to receiving a permit for a mobile concession pad:

1. Town of Sahuarita Business License.
2. Parks and Recreation Commercial Use Permit.
3. Pima County Health Permit.
4. License plate and vehicle registration.
5. Insurance: Provide the Town with a Certificate of Insurance (COI) and Endorsement, naming the Town of Sahuarita as an additional insured for \$1 million per occurrence. The policy must be primary and non-contributory. The Certificate Holder portion of the COI must read Town of Sahuarita, 375 W. Sahuarita Center Way, Sahuarita, AZ 85629.

#### **Permit Conditions of Issuance:**

1. Permit is non-transferable.
2. Permit is only valid for dates and locations identified on permit.
3. Any property damage occurring will be the responsibility of the permit holder.
4. Park hours as posted will be observed by permit holder.
5. Permittee must retain possession of permit on park premises at all times while using park and shall show the permit to police or park officials upon request.
6. Permittee shall follow all Town of Sahuarita rules whether posted or not, as listed in Title 12 of the Town code and as posted on signs at the park, and is responsible for the conduct of group members.
7. Glass beverage containers are not permitted.
8. Alcohol consumption or sale is prohibited.
9. Permit holder is allowed to conduct business and serve people inside the park only. Concession delivery or sales outside the park grounds are prohibited.
10. Concessioner vehicle must display valid license plate.
11. Concessioner must display a Health Permit in the vehicle.
12. Setup of tables and chairs next to the pad is prohibited.



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13. Concessioner cannot operate during special events, unless they have purchased a separate vendor booth rental for that specific event.
14. No refunds for rented days, including for inclement weather.

**Authority:** The director is empowered to adopt rules and procedures for the issuance of activity permits. (Town Code 12.10.010)

**Permit Application:**

1. Apply online or in person using the Mobile Concession Pad and Permit Request form.
2. Applicant must be 18 years or older.
3. First-time rentals should apply 30 calendar days in advance of desired date(s) to provide ample time for staff review.
4. Staff will verify receipt of all required forms, licenses and permits, before concession pad permit is issued.
5. Apply maximum of 90 calendar days in advance of desired date(s).
6. Apply minimum of three (3) business days in advance.
7. Pad is rented by the day. Payment is in advance in order to confirm reservation.