



# City of Huntington Beach

2000 Main Street  
Huntington Beach, CA 92648-2702  
(714) 536-5486

## Food Truck – Special Permit for Parks

Event Date: \_\_\_\_\_ Time: From \_\_\_\_\_ To \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Organization: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicants Address: \_\_\_\_\_  
NUMBER STREET CITY STATE ZIP

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

Type of Event: \_\_\_\_\_

Facility: \_\_\_\_\_

Set Up Location: \_\_\_\_\_

Number of Trucks: \_\_\_\_\_ Number of Participants: \_\_\_\_\_

Food Truck Company Name: \_\_\_\_\_

Food Type: \_\_\_\_\_

- Food trucks are permitted at events by Special Permit only with the approval of the Director of Community & Library Services or their designee.
- Food Truck Permits can be obtained only at Huntington Beach City Hall, Community & Library Services Department, located on the 5<sup>th</sup> floor of City Hall, Monday through Friday 8:00 am – 4:30 pm. Rental Office at (714) 536-5486. The following locations are allowed to have a food truck:
  - Harbour View Clubhouse
  - Lake Park Clubhouse
  - Memorial Hall
  - Newland Barn
- Permits must be obtained at least **10 days prior** to the event date.
- Food Truck vendor must hold a valid business license with the City of Huntington Beach and follow all County health codes (see County for specific codes). The City takes no responsibility for illness or injury incurred by the service provided by Permittee's selected Food Truck vendor.
- Permit allows the Food Truck to be on location for the permitted day and time only. Food Truck vendor may not sell to the public or remain on site after the event concludes.
- Food trucks are only allowed to park in designated parking lots, parked vertically, and taking no more than 2 parking spaces; or Food Truck may be parked at the curb of the street where the event park is located, and must adhere to all street parking regulations. The placement of food trucks in parking lots or street parking is available on a first-come, first-served basis; the permit does not constitute a reservation of parking space.
- Food Trucks must be kept off the grass at all times and cannot be placed next to homes.
- Date, location, and the name of the company being used must be provided before permit will be issued.
- Food Trucks may not use electrical outlets at any public park or facility. A generator must be available for use if additional electrical is required.



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- Food Truck concessions are a service provided by the Permittee for their event only. No money shall be charged to event attendees on site, unless Permittee is a not-for-profit organization. In this instance, additional non-profit status documentation is required.
- ***Lake Park, the restrooms are not opened to the public. They are only opened to those who have rented the clubhouse or BBQ area.***
- Game trucks would fall under the same rules as bounces house/jumpers; however game trucks must remain in the parking lot and are NOT allowed in the actual park. MC 13.148.060

**Initial X**\_\_\_\_\_ I, the above mentioned, understand that this permit allows me to provide a food truck for my event at a Huntington Beach City park on a first come, first served basis.

**Initial X**\_\_\_\_\_ I, the above mentioned, understand that the food truck vendor may not sell food to the public during my event, and must vacate the premises after my event concludes.

**Initial X**\_\_\_\_\_ I, understand that this permit is non-refundable.

Additional Information: \_\_\_\_\_

**NOTE:** If other expenses occur not covered herein, additional charges will be made accordingly.

I agree to abide by all laws, rules and regulations which may apply to this area. I accept specific responsibility for my food truck vendor, other members of my group and for any damage done to city property and/or facilities.

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

**Keep a copy of this permit with you in case of questioning by an official.**

### For City Use Only

#### Fees Required

☐ Permit Fees \$ \_\_\_\_\_ ☐ Other \$ \_\_\_\_\_ ☐ No Fees Required

Total Fees Paid \$	Receipt #	Received, Issued, & Approved by:	
Cash	Check #	CC last 4	CC Exp

Email to Code Enforcement

Date processed \_\_\_\_\_