

CITY OF EASTLAKE  
BUILDING DEPARTMENT  
35150 LAKESHORE BLVD., EASTLAKE, OHIO 44095  
Ph. No. 440-951-2200 Ext. 1004  
Email: [buildingdept@eastlakeohio.com](mailto:buildingdept@eastlakeohio.com)  
FAX: 440-975-4280

**VEHICLE VENDOR PERMIT**  
**FOOD TRUCK (CHAPTER 767.03)**

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

Registration Fee: \$200.00

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

\_\_\_\_\_  
Identifying Name on Truck

\_\_\_\_\_  
Principal Owner's Name

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

\_\_\_\_\_  
Principal's Complete Address

\_\_\_\_\_  
Contact Complete Address

\_\_\_\_\_  
Phone No.

\_\_\_\_\_  
Phone No.

\_\_\_\_\_  
Email

\_\_\_\_\_  
Email

Description of Vehicle: \_\_\_\_\_  
Make, Model, Color & Size (LxWxH)

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

Hours: From: \_\_\_\_\_ To: \_\_\_\_\_

Proposed Location: \_\_\_\_\_

What side of the truck is the service window on? Drivers' side: \_\_\_\_\_ Passenger Side: \_\_\_\_\_

Note: Provide site plan. Show location, must not be in public right-of-way. And area must be coned off.

Describe all food and beverage or merchandise to be sold:  
\_\_\_\_\_  
\_\_\_\_\_

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**Important Information:**

1. Upon approval and receipt of payment of \$200.00 and insurance documents, pending approval City of Eastlake will then grant the Vendor the right to use a 'designated area' within city proper.

(over)

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Vehicle Vendor Permit

2. Vendor shall comply with all local, state and federal laws and regulations applicable to the sale of foods. Additionally, he/she shall obtain and pay for all permits and taxes that are required for its operation including state sales tax.
3. Food trucks must be fully self-contained with water and electricity.
4. Vendors shall not sell alcoholic beverages.
5. Amplified music is prohibited within the Vendor space.
6. Merchandise and/or supplies must be transported by hand or on a small non-motorized hand cart.
7. Any security provided by the City, if any, is for crowd control purposes only and to provide for the health, safety and welfare of the attendees. Vendors assume all risk of loss and liability or damage to their person, vehicle, merchandise and other property caused by themselves or others. No insurance is provide by the City of Eastlake for your vehicle, merchandise or other property.
8. Vendor agrees to provide the City of Eastlake with a General Liability Insurance Certificate naming the City of Eastlake, its elected officials, officers, employees, agents and others associated therewith, as additional insured for claims for bodily injury and property damage for a combined single limit of \$1,000,000 for each occurrence.
9. Vendor agrees to provide the City of Eastlake and Auto Liability Insurance Certificate naming the City of Eastlake, its elected officials, officers, employees, agents and others associated therewith, as additional insured for claims for bodily injury and property damage for a combined single limit of \$500,000 for bodily and \$100,000 for property damage per occurrence.
10. In consideration of permitting \_\_\_\_\_ (Company) to be a food truck Vendor in the City of Eastlake, I hereby state that, on behalf of \_\_\_\_\_ (Company), I hereby indemnify and render the City harmless from and all damage, loss or liability occurring by reason of any injury of any person or property occasioned by an act of neglect or wrong doing of the Vendor or any of its officers, agents, representatives, guests, employees, invitees or persons contracting with the Vendor; and the Vendor shall, at its own cost and expense, defend and protect the City against any and all such claims or demands which may be claimed to have arisen as a result of or in.
11. All trash shall be removed from site by the Vendor one (1) hour after event.
12. The vending vehicle may not be parked under tents or within ten (10) feet of a structure or other flammable material.

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Due at time of submittal: \$200.00 Registration Fee  
Certificate of Insurance – Commercial General Liability  
Health Dept. Certificate Copy

\_\_\_\_\_  
Vender Printed Name

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Building Department Official

\_\_\_\_\_  
Mayor's Office

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

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

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