

**CITY OF TAMPA PARKS & RECREATION DEPARTMENT  
RULES, REGULATIONS AND REQUIREMENTS FOR FOOD VENDING**

Return the completed application form with the additional items requested to: **City of Tampa Parks and Recreation Department, 3402 W. Columbus Dr., Tampa, FL 33607**. You will be contacted by phone within two weeks upon receipt of your application, whether or not the request is approved.

<b>Please include a copy of the following documents with your application form:</b>	
A minimum of two photographs of the cart or stand as it will appear on the park site.	
A copy of your current County Business Tax documentation.	
A copy of the cart's State of Florida Department of Business Regulations, Hotels and Restaurant License OR	
A copy of the cart's State of Florida Department of Agriculture License.	
<b>PLEASE READ THE FOLLOWING REGULATIONS CAREFULLY. THESE RULES AND REGULATIONS WILL APPLY TO YOUR OPERATIONS IF YOUR FOOD VENDING APPLICATION IS APPROVED.</b>	
▶	If approved, Permittee will pay to the City of Tampa, a Permit fee of \$321.00 per quarter. Permit fee is due at the beginning of each quarter: January 2, April 1, July 1, and October 1.
▶	Permittee's cart may not exceed the dimensions of 11' in width by 17' in length (including any hitches). If towed on site by another vehicle, the cart may not remain attached to the vehicle during operating hours. Approved vendors will be given an assigned location.
▶	Permittee may only set up at the designated location approved by the Parks & Recreation Department Director, or his/her designee.
▶	Permittee is not guaranteed to be the only vendor Permitted at a given park.
▶	The Permit issued is ONLY applicable for vending in the authorized park at the designated location.
▶	The Permit may be revoked by the City of Tampa at any time, without prior notice, and is neither transferrable nor assignable. If the business is incorporated, Permittee is required to notify the Parks and Recreation Department of any changes to the corporation, in writing.
▶	All items to be sold, the location of the vending cart or stand, and any changes to the cart or stand, must be pre-approved by the Parks & Recreation Department Director, or his/her designee.
▶	The Parks and Recreation Department does not supply electricity, gas, nor water for vending operations. The vending cart must be self-contained.
▶	Permittee shall obtain and keep current at his/her own expense all necessary government Permits, licenses, health certification training, and will pay all taxes of every kind and nature imposed by such agencies. All state, county and city licenses must be kept up to date by the Permittee and must be submitted annually to the Parks and Recreation Department.
▶	The requested days and hours of operation must be approved by the Parks & Recreation Department Director, or his/her designee.
▶	The Permittee's cart, stand and other equipment is at the Permittee's sole risk for theft, damage, or loss from any cause.
▶	The Permittee's cart, stand, other equipment, and operations must be maintained in the originally approved format.
▶	The Permit affords no rights to the Permittee other than the temporary privilege to vend pursuant to the conditions of the Permit. The City may bid a concession out at any location on a competitive bid basis. Should this occur, the vendor Permit may be revoked.
▶	The City reserves the right during City sponsored functions to provide additional concession items and stands on the property, with the approval of the Parks & Recreation Department Director, or his/her designee. Non-City sponsored special events may also be approved to take place on City property. Existing mobile food vendor operators may or may not be granted permission to participate during these events.
▶	Permittee shall provide, at his/her own expense and prior to Permit issuance, insurance coverage on the most current Liability Insurance Services Office (ISO) form or its equivalent as mentioned below. Coverages must name the City of Tampa as an additional insured, provide that the City shall receive 30 days prior written notice by registered or certified mail of policy cancellation or intent not to renew, and include Commercial General Liability insurance coverage of no less than \$1,000,000 (one million dollars) per occurrence and a \$2,000,000 (two million dollar) general aggregate. Permit can not be issued without a City approved insurance form. Permittee shall maintain the above mentioned insurance during the term of the Permit. Renewal certificates shall be given to the City within 10 days of the policy expiration date.
▶	Prior to issuance of the Permit, the Permittee shall also submit the signed and notarized Hold-Harmless Agreement provided in this application packet, which requires the Permittee to indemnify and hold harmless the City of Tampa from all liability and damages of any kind and nature which are caused by or subsequent to the issuance of the Permit and the operations thereunder.
▶	Permittee's operations must conform with all State, County and City public food service codes and requirements.
▶	Permittee's cart must meet the State of Florida Department of Health definition for a mobile food unit. A mobile food unit is defined as any food service unit which is self-propelled or otherwise moveable from place to place and is self sufficient for utilities such as gas, water, electricity and liquid waste disposal, and whose commissary is a Department of Health regulated food service establishment.
▶	Peddling is not Permitted in City parks per Chapter 16 of the City Code.



**CITY OF TAMPA PARKS & RECREATION DEPARTMENT**  
**HOLD HARMLESS AGREEMENT & INSURANCE REQUIREMENTS**

**HOLD HARMLESS:**

The undersigned, its officers, employees, agents or representatives shall indemnify, defend and hold harmless THE CITY OF TAMPA, its officers, employees, agents or representatives from and against any and all claims, damages, actions, liability and expense, including reasonable attorneys' fees and court costs, in connection with loss of life, personal injury and/or damage to property arising from or out of the negligent or wrongful acts, intentional misconduct, or omissions or occurrence of omissions or commissions of the undersigned, its officers, employees, agents or representatives while operating, installing, or removing the mobile food vendor cart.

**INSURANCE REQUIREMENTS:**

Permittee shall provide, at his/her own expense, and prior to permit issuance, insurance coverage with companies authorized to do business in Florida, with an A.M. Best rating of B+ (or better) Class VII (or higher), or otherwise be acceptable to the City if not rated by A.M. Best. All insurance shall be from responsible companies duly authorized to do business in the State of Florida. A commercial general liability insurance policy with a limit of \$1,000,000 per occurrence and a \$2,000,000 general aggregate shall be provided as to the operations of the permittee including the additional insured endorsement and the Severability of Interest Provision. {If the permittee is a food vendor, the insurance coverage must include vendor sales}. The insurance coverages and limits required must be evidenced by a properly executed Acord 25 Certificate of Insurance on form or its equivalent.

Each Certificate must be personally manually signed by the Authorized Representative of the insurance company shown in the Certificate with proof that he/she is an authorized representative thereof. Thirty days' (30) written notice must be given to the City of any cancellation, intent not to renew, or reduction in the policy coverages. The insurance coverages required herein are to be primary to any insurance carried by the City or any self-insurance program thereof. All claims made insurance policies must provide the retroactive date on the proof of coverage. Permit can not be issued without City approval and all renewal certificates of annual ongoing events shall be provided to the City within 10 days of the policy expiration. Note all certificates of insurance must be completed by a licensed insurance agent.

**IN WITNESS WHEREOF,**

The undersigned has executed this Agreement the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_,

\_\_\_\_\_ (Name of corporation or individual)

By: \_\_\_\_\_ (Duly authorized officer)

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

Telephone: \_\_\_\_\_

Witness: \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF HILLSBOROUGH

The foregoing instrument was acknowledged before me this \_\_\_\_ date of \_\_\_\_\_,

by \_\_\_\_\_ who is personally known to me or who has produced as

identification: \_\_\_\_\_ and who did (did not) take an oath.

Notary Public:

Notary Stamp:

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