



**City of Caldwell  
Mobile Food Truck &**

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**General Information**

This permit allows food trucks/Push Carts & Street Vendors to operate within the City of Caldwell in compliance with city regulations, health and safety standards, and other applicable rules. All food trucks must obtain this permit before operating within city limits.

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**Applicant Information**

- **Business Name:** \_\_\_\_\_
  - **Owner/Operator Name:** \_\_\_\_\_
  - **Phone Number:** \_\_\_\_\_
  - **Email Address:** \_\_\_\_\_
  - **Business Address:** \_\_\_\_\_
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**Food Truck/Push Cart/Street Vendor Information**

- **Truck Make/Model:** \_\_\_\_\_
  - **License Plate Number:** \_\_\_\_\_
  - **Vehicle Insurance Provider:** \_\_\_\_\_
  - **Health Inspection Certificate Number:** \_\_\_\_\_
  - **Truck's Operating Size (Length x Width):** \_\_\_\_\_
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**Menu Information**

- **Food Type/Description (e.g., sandwiches, tacos, desserts, etc.):**  
\_\_\_\_\_
  - **Special Considerations (e.g., allergens, vegan options, etc.):**  
\_\_\_\_\_
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## Operating Information

- **Preferred Operating Location(s):**  
(List specific locations where the truck intends to park within city limits.)

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- **Days/Hours of Operation:**  
(Indicate the days and times the food truck will operate.)

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## Required Documentation

1. **Proof of Vehicle Insurance**  
(Provide a copy of current vehicle insurance covering liability and property damage.)
2. **Health Inspection Certification**  
(Provide a copy of your most recent health inspection certificate issued by the local health department.)
3. **Food Truck Inspection Report**  
(Provide a recent inspection report from a qualified inspector to ensure your truck complies with vehicle safety and sanitation codes.)
4. **Permission to Park** If  
parking on private property, please include written approval from the property owner. If parking on public property, you must get permission from the City of Caldwell. If you are parking on the street, you must complete a street closure request no less than 30 days before the date you set up.

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## Permit Fees

Fees are due upon submission of the application.

- **Daily Fee:** \$25.00 (non-refundable) - application must be filled out each time you set up
- **Annual Permit Fee:** \$275.00 calendar year ends 12/31 annually

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## Terms and Conditions

By submitting this application, you agree to abide by the following:

1. **Compliance with Local Laws:**  
The food truck/push cart/street vendor must comply with all city zoning regulations, health and safety codes, traffic laws, and any other local ordinances.

2. **Hours of Operation:**  
The food truck/push cart/street vendor may operate only within the hours specified on this permit. Any changes to operating hours must be approved by the city.
3. **Location Restrictions:**  
The food truck/push cart/street vendor must only operate in the approved zones or locations within the city. The truck cannot block sidewalks, or driveways, or create traffic hazards unless permission has been granted by the City of Caldwell after submitting a street closure request.
4. **Health and Safety Compliance:**  
The food truck/push cart/street vendor must maintain compliance with all food safety standards as outlined by the State of Kansas and local codes, including proper waste disposal, sanitation, and food handling.
5. **Insurance Requirements:**  
The food truck/push cart/street vendor must maintain liability insurance and workers' compensation insurance, as required by law.
6. **Permit Renewal:**  
This permit is valid for one year and must be renewed annually. A renewal application will require an updated inspection report and proof of continued insurance.
7. **Penalties for Non-Compliance:**  
Failure to comply with any of the above terms may result in fines, suspension, or revocation of the food truck permit.

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## Signature of Acknowledgment

I, the undersigned, hereby certify that the information provided in this application is true and accurate to the best of my knowledge. I agree to comply with all applicable city ordinances, health and safety codes, and all operating standards.

**Applicant Signature:** \_\_\_\_\_

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

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## For Office Use Only

- **Permit Application Received By:** \_\_\_\_\_
- **Date Received:** \_\_\_\_\_
- **Permit Number:** \_\_\_\_\_
- **Approval/Denial:** [ ] Approved [ ] Denied
- **Comments:** \_\_\_\_\_