



Denver Parks + Recreation

# Denver Parks + Recreation

## Temporary Vending Permit Application

(applications must be submitted in person)

### Application Information

Please print all information

Applicant/Contact Person: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Name of Business: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Telephone (day): \_\_\_\_\_ (evening): \_\_\_\_\_

(mobile): \_\_\_\_\_ (fax): \_\_\_\_\_

Requested vending location(s)-in order of preference (can only be at the listed parks in this packet):

1. \_\_\_\_\_

2. \_\_\_\_\_

Type of Business: \_\_\_\_\_

Expected periods of use: **Beginning date:** \_\_\_\_\_ **Ending date:** \_\_\_\_\_

Days and hours of operation:

Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Holidays
_____	_____	_____	_____	_____	_____	_____	_____

**Please attach the following documentation: (incomplete applications will not be considered)**

- Signed "Request for Certificate of Taxes Due"
- Copy of current insurance policy or certificate of insurance for:
- Vehicle Insurance for cart

**General Liability Insurance**

Minimum Coverage: \$1,000,000

Cancellation period: 30 days

Additionally insured: The City and County of Denver, its officers, officials and employees

- Copy of current Business Sales License
- Complete menu, including pricing information
- Photograph or detailed drawing of vending cart and/or vehicle
- Letter from the Commissary (for warm or cooked foods only), if applicable
- \$25.00 non-refundable application processing fee; make checks payable to: Manager of Revenue

Renewal application must have a scheduled appointment 5 days prior to the end of the month.

**APPLICATION IS NOT VALID UNLESS SIGNED BY APPLICANT**

As the applicant, I hereby agree and understand that it is my responsibility to oversee all contractors, vendors or parties affiliated with the event and to insure compliance with all policies, rules and regulations, and guidelines of the Denver Parks and Recreation and other relevant procedures and laws. I understand that any violations may result in immediate cancellation of the reservation and/or revocation of the permit. I understand that the permit is non-transferable.

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



Denver Parks + Recreation, Facility Use Permit Office  
201 W. Colfax Ave, Dept. 108 (2nd Floor)  
p 720.913.0700 f 720.913.0778

[www.denvergov.org/parks\\_permits](http://www.denvergov.org/parks_permits)