

**CITY OF BELLEVIEW***"City with Small Town Charm"*

5343 SE Abshier Blvd., Belleview, Florida 34420

[www.belleviewfl.org](http://www.belleviewfl.org) Email: [MSchrickel@belleviewfl.org](mailto:MSchrickel@belleviewfl.org)

Telephone: (352) 245-7021 Fax: (352) 245-6532

Project #: \_\_\_\_\_

Received by: \_\_\_\_\_

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

Fees Rec'd: \_\_\_\_\_

**COMMERCIAL AND GROUP USE OF CITY PARKS APPLICATION**

Fees: \$40/mo. or \$400/year if paid in advance + \$100 deposit + \$15 admin fee  
+ actual cost of FDLE or comparable background check

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

Owner Name: \_\_\_\_\_

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

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

Contact person on day(s) of park use &amp; phone number: \_\_\_\_\_

Date(s) Requested: \_\_\_\_\_

Time(s) Requested: \_\_\_\_\_

Event: \_\_\_\_\_

Number of people in group/Employees: \_\_\_\_\_

Additional Info: \_\_\_\_\_

**Required Submittals:**

- Current Florida DBPR License(s) (or other applicable state license)
- Belleview Business Tax Receipt or application
- Photograph of equipment to be used & list of foods to be sold (Food Trucks)
- Certificate of Liability Insurance showing the City of Belleview as an Additional Insured and in the amounts provided on the Insurance and Indemnification Form
- Background Authorization Complete for Vendor and any proposed employees

**Acknowledgment of Permit Terms**

Any commercial or group user that uses or sets up equipment at City parks without a City License, fails to pay the fees, or otherwise fails to abide by the rules and regulations set forth herein and in the Park Policy adopted by Resolution of the City Commission may be denied future commercial use of City properties.

The Commercial or Group Use of City Parks Permit is valid for the specified date(s) and time(s) only and may not be transferred to any other group or person.

Signature of Applicant

Date

**OFFICE USE ONLY** Approved       Denied \_\_\_\_\_

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

## Acknowledgement of Permit Terms For Food Vendors

Should the application be approved and a permit issued, the below terms are applicable:

1. All mobile food vendors must have a valid food vendor permit prior to selling products or setting up equipment on City property. The following rules do not apply to food vendors operating as part of a special event if the event organizer has a Bellevue business tax receipt and approval from the City Commission to hold the event.
2. Food vendors may utilize food trucks, carts, trailers/wagons, temporary tents or tables. Equipment/vehicles must be removed from the park when not in operation. No equipment or vehicles are to be left at the park overnight. The City is not responsible for items or equipment left at the park.
3. Food vendors must setup in approved areas only and not occupy or block parking lots, public parking spaces, sidewalks/walkways, or park on the roadway shoulder.
4. Only approved food and beverages may be sold.
5. Up to two vendors may be approved for operation.
6. Food vendors may operate only during park hours.
7. All workers must meet the City's background requirements as demonstrated through the City's background screening process to work under the issued permit. Workers must wear a City issued vendor ID tag.
8. Vendors will be responsible for all damage and litter generated by concession operation and for ensuring that proper trash receptacles are utilized. Vendors will be responsible for damage to turf and walkways caused by their equipment.
9. The vendor must provide his/her own equipment as needed to properly provide the items/services indicated. Power (if needed) is available at Lake Lillian - Vendors at the Wilma Loar Splash Park will require their own quiet running generator. Generators shall not be situated to cause a trip hazard or disturb other guests due to noise and/or fumes.
10. Any signage other than that painted or mounted on the vendor's equipment requires the pre-approval of the City. No more than two temporary signs, flags, and banners may be utilized at one time. Temporary signs, flags, and banners shall not be displayed when the vendor is not in operation.
11. Vendors shall not "push" sales to park patrons and shall not amplify sound. Disturbances caused by loud music or disorderly conduct may lead to immediate expulsion by a City law enforcement officer, forfeiture of deposits, and denial of future use.
12. The use and sale of tobacco products is prohibited. Possession, consumption, and/or sale of alcohol is prohibited.
13. Vendor shall maintain all state and/or City required licenses and permits required for the performance of services to be provided. All required licenses and permits shall be displayed in public view. Vendors shall at all times comply with all appropriate laws, regulations and ordinances applicable to the permitted services.
14. Anyone who sells food and/or drinks on City property without City approval, fails to pay the fees, or otherwise fails to abide by all city rules; regulations and any other conditions may be denied future commercial use of City properties.
15. In the performance of the permitted services, the food vendor will be acting in the capacity of an "independent contractor" and not as an agent, employee, partner, joint venture, or associate of the City. The food vendor shall be solely responsible for the means, methods, techniques, sequences, and procedures utilized in the full performance of the services permitted.
16. The City of Bellevue reserves the right to modify the terms of the food vendor permit at any time at the City's sole discretion.
17. The City may terminate the food vendor permit with or without cause at any time and without notice.

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

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**BACKGROUND CHECK AUTHORIZATION**

I, \_\_\_\_\_, authorize the City of Belleview to conduct a background history/investigation on me for the purpose of reviewing a non-event food or activities vendor permit for use within City Parks. In accordance with Florida Statute 119.071(5), the City of Belleview collects Social Security numbers for identification and verification of applicants and background screening only. The following information may also be used for this purpose:

**Legal name:** \_\_\_\_\_**Maiden name:** \_\_\_\_\_**Current address:** \_\_\_\_\_  
\_\_\_\_\_**Previous address:** \_\_\_\_\_  
\_\_\_\_\_**Social Security Number:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_**Date of birth:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_**Acknowledged and Approved:**

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**Signature**

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**Date**

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*"The City of Belleview collects your Social Security number for the following purposes: accurate identification and verification of individuals; establishment of credit worthiness; processing billing and payments; personal benefits tracking, processing and tax reporting; effective and accurate law enforcement processing. The City of Belleview will not collect Social Security numbers for any other purpose than those provided in the written statement. Resolution 08-01"*