



Development Services Department
10987 Main Street • Huntley, Illinois 60142 • 847-515-5252
www.huntley.il.us

SINGLE-DAY FOOD TRUCK EVENT REGISTRATION APPLICATION - 2021

EVENT INFORMATION

Date of Event _____ Hours of Operation _____
Location of Event _____
Name of Host / Sponsor _____
Mailing Address _____
Daytime Phone _____ Email _____

FOOD TRUCK INFORMATION

Name of Food Truck _____ License Plate Number _____
Village of Huntley Food Truck Operator Permit Number _____

ACKNOWLEDGEMENT

By Signing below, I certify that:

- I have received and read a copy of the Village of Huntley Food Truck Operation Regulations and agree to the terms and conditions of these Regulations and all other Village Codes.
- I acknowledge that Event Registration with the Village is required at least five (5) days prior to operating at a location within the Village.
- I acknowledge a Food Truck Event Permit may be denied or revoked at any time based on failing to comply with the terms and conditions of the Village of Huntley Food Truck Operation Regulations.

PROPERTY OWNER / EVENT SPONSOR

SIGNED THIS _____ DAY OF _____, 20____
BY _____
(PRINTED NAME)

(SIGNATURE)

(ADDRESS)

FOOD TRUCK OPERATOR

SIGNED THIS _____ DAY OF _____, 20____
BY _____
(PRINTED NAME)

(SIGNATURE)
ITS _____
(TITLE)

FOR OFFICE USE ONLY

Date Received _____ Permit Number _____



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SINGLE-DAY FOOD TRUCK EVENT REGISTRATION CHECKLIST – 2021 (SUPPLEMENTAL TO APPLICATION)

Name of Food Truck _____

Date of Event _____

Location of Event _____

| <u>Type of Event</u> (Check One) | | |
|--|--|--------------------------|
| Private Residential | | <input type="checkbox"/> |
| Private Non-Residential | | <input type="checkbox"/> |
| Block Party | | <input type="checkbox"/> |
| Village-Sponsored Event | | <input type="checkbox"/> |
| Class J Liquor License Property | | <input type="checkbox"/> |

- Current Village of Huntley Food Truck Operator Permit? ☐ YES ☐ NO
- Have read and signed Food Truck Regulations Handout? ☐ YES ☐ NO
- Current Proof of Insurance (with Village of Huntley additional insured)? ☐ YES ☐ NO
- Provided proof of County Health Department approval? ☐ YES ☐ NO
- Written approval from property owner for the food truck to operate? ☐ YES ☐ NO
- And/Or
- Signature of owner/sponsor on Event Registration? ☐ YES ☐ NO
- At least one toilet with hand washing/sanitizing facilities within 300 feet of the food truck for customers? ☐ YES ☐ NO
- Receptacles for refuse provided by operator? ☐ YES ☐ NO
- And/Or
- Utilize the property's waste receptacles? ☐ YES ☐ NO
- Food truck is located at least 500 feet from the main entrance of an existing restaurant? ☐ YES ☐ NO
- Appropriate Parking Surface on private property? ☐ YES ☐ NO
- Permission granted by Village to operate truck on street? ☐ YES ☐ NO

FOR OFFICE USE ONLY (IF SUBMITTED WITH APPLICATION)

Date Received _____

Permit Number _____