



# MOBILE VENDING

## PARKS AND RECREATION SUPPLEMENTAL GUIDELINES

### Permits Required

Mobile vendors must have a valid mobile vending permit issued by the Santa Cruz Police Department. These instructions and a permit application are located on the city's [website](#). Permits will be issued to mobile vendors selling food; vending of goods, wares, or merchandise is prohibited.

### Application Process

Applications for vending in parks are submitted to the Parks and Recreation Department for review and approval. The review may take up to five business days and may require a meeting at the site. Refunds will not be granted once the permit has been approved. The application must contain the following:

- Mobile vending permit (issued by the Police Department) which is valid throughout the entire duration of the requested dates
- Parks and Recreation Permit Application (follows same expiration schedule as PD permit)
- Date, time, and location of reservation request
- Fees (\$20 per four hour reservation)

### Vending Locations- City Parks and adjacent streets

- Each requested site will be assessed by Parks and Recreation staff prior to approval
- Mobile vendors must have a booked reservation prior to selling in City Parks
- Mobile vendors may not operate outside of the reservation time and location

### Operational Hours

- Use permits are available in four hour increments and must be during park hours
- Applications are accepted beginning November 1 for reservations between January and June
- Applications are accepted beginning May 1 for reservations between July and December

### Other Restrictions

All parks are limited to one vendor at any given time unless otherwise noted.

#### *Harvey West Park*

There are two designated vending areas in this park. There is one vendor allowed in each area at any given time. The area will be designated at the time of reservation.

#### *Depot Park*

Vendors must provide notice to all customers that food and beverages are not allowed on the fields.



**Parks and Recreation Department**  
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Santa Cruz, CA 95060  
Ph: 831-420-5270 Fax 831-420-5271  
[www.santacruzparksandrec.com](http://www.santacruzparksandrec.com)

**PERMIT APPLICATION FOR  
MOBILE VENDING IN CITY PARKS**

*First Time Reservation Request*

Park Location: \_\_\_\_\_ Area: \_\_\_\_\_

Proposed Date(s): \_\_\_\_\_

Setup Time: \_\_\_\_\_ Exit Time: \_\_\_\_\_

Operating Hours: *Start* \_\_\_\_\_ *End* \_\_\_\_\_

Description of set-up: \_\_\_\_\_

\_\_\_\_\_  
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*Organizational Information for Permitting Purposes*

Name of Business/Organization: \_\_\_\_\_

Non-Profit Tax ID (if applicable): \_\_\_\_\_

Type of Cuisine: \_\_\_\_\_ Vehicle Type/Model: \_\_\_\_\_

Applicant Name (Last, First): \_\_\_\_\_

City Business License: \_\_\_\_\_ *Expiration Date*: \_\_\_\_\_

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

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

Home phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Email address: \_\_\_\_\_

I declare, under penalty of perjury, that I am an authorized representative of the organization listed on this application and that the information I supplied here is true and correct.