



City of Frankenmuth-Parks and Recreation
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PARK VENDING/FOOD SERVICE POLICIES & PROCEDURES

Due to multiple requests from different individuals/businesses for permission to provide vending/food service in the parks, the following policies and procedures are being implemented to be fair to food vendors, serve park patrons, and assist the Parks & Recreation Department with upkeep of the park facilities.

- 1) Frankenmuth Parks & Recreation will maintain a list of eligible/qualified vendors interested in selling/serving food (including non-alcoholic beverages) in the parks. Application form and proof of insurance is required to be considered an eligible vendor.
- 2) In order to give each vendor a fair opportunity to sell in the parks, the department will hold a bidding process for permits as follows.
- 3) When the Parks & Recreation Department has an event in the parks that requests food service or the department feels food service is appropriate for the type of activity or amount of patrons in the park, it will contact approved vendors and request bids for a permit to sell at that event. Parks & Recreation will give basic information about the event (expected attendance, schedule of events, etc.)
- 4) Frankenmuth Parks & Recreation is not the organizer of most events and does not dictate how they operate. Schedules for individual events are subject to change and schedule changes do not impact the fees or validity of a permit. No refunds or other considerations will be given for inclement weather, power failures, mechanical failures, or for any reason beyond our control.
- 5) Under most circumstances, Frankenmuth Parks & Recreation will grant only one (1) vending/food service permit in a park at a time. Vendors will be notified of variations from this prior to bidding.
- 6) Frankenmuth Parks & Recreation grants organizers of festivals and larger events, which enter into a lease agreement for use of park premises, permission to acquire or employ vendors of their choice to sell products within the leased premises during the event. This process does not involve such events.
- 7) Utility service is limited by location. There is a \$50 fee (per permit) for connecting to electric service and a \$25 fee (per permit) for connecting to water service in the parks, where available.
- 8) Signs are restricted to the immediate area of the booth/stand. Signs are not permitted off-site or in other areas of the park.
- 9) Vendors are required to comply with all state and local regulations.
- 10) The highest qualified bidder will be eligible for the permit. The Parks & Recreation Department reserves the right to reject any and all bids for permits.
- 11) The vendor with the highest qualified bid must provide the following, before they will be issued a permit.
 - ☐ Copy of County/State Food Service License
OR Temporary Food Service License Application and Payment Receipt
 - ☐ Utility Fee (if applicable)
 - ☐ Permit Fee