



# Village of Birch Run

## FOOD TRUCK PERMIT APPLICATION

### **Applicant Information**

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

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

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

Phone Number: \_\_\_\_\_

### **Business Information**

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

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

### **Vehicle Information**

Make/Model: \_\_\_\_\_

Color: \_\_\_\_\_

License Plate Number: \_\_\_\_\_

### **Type of Permit**

- 1 month ----- \$25.00
- 6 months ----- \$55.00
- 1 year ----- \$100.00

### **Please remit payment to:**

Village of Birch Run  
12060 Heath St.  
P.O. Box 371  
Birch Run, MI 48415

## **Documentation Checklist**

- A copy of Driver's License
- A copy of Michigan Sales Tax License
- A copy of Vehicle Insurance
- A copy of Certificate of Liability Insurance
- Proof of MDARD Intent to Operate filing with Saginaw County Health Department
- Signed approval from the Birch Run Township Fire Department
- PRIVATE PROPERTY – Must have written consent from property owner for use of property
- PRIVATE PROPERTY – A diagram indicating parking on private lot, if applicable.  
Diagram must include location, information on how many parking spaces the proposed vehicle will be using and how many parking spaces will be left for business use.  
***NOTE: A NEW DIAGRAM MUST BE SUBMITTED TO AND APPROVED BY THE VILLAGE OF BIRCH RUN PRIOR TO CHANGING LOCATION.***
- VILLAGE PROPERTY – A diagram obtained from the Village of Birch Run indicating where food trucks will be located
- VILLAGE PROPERTY – Hold Harmless Agreement (signed)

I/we agree to comply with all rules and regulations of Chapter 111, Section 111.40-111.46, of the Village of Birch Run Code of Ordinances and to allow authorized Village of Birch Run Representatives or their agents to enter and inspect the above-named premises at any time during regular business hours. I/we have obtained all State and Local inspections prior to operation where applicable. Further, I/we understand that the Village of Birch Run is not liable for any damaged or stolen goods and are not endorsed by the Village of Birch Run. Dates and times of the approved permit are subject to change by the Village of Birch Run.

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

The permit must be displayed in a prominent place on the Vehicle.

\_\_\_\_\_ **FOR OFFICE USE ONLY** \_\_\_\_\_

Date Received: \_\_\_\_\_ Fee Paid: \_\_\_\_\_ Check/Money Order # \_\_\_\_\_

Approved by: \_\_\_\_\_ Date Issued: \_\_\_\_\_

Notes:

**HOLD HARMLESS / INDEMNIFICATION AGREEMENT**

THIS AGREEMENT, made this \_\_\_\_\_ day of \_\_\_\_\_,

20\_\_\_\_\_, between the Village of Birch Run, hereinafter referred to as the "Village" and

\_\_\_\_\_, of \_\_\_\_\_

hereinafter referred to as the "Applicant."

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**RECITALS**

1. The Applicant has requested the use of a Village Street or public parking area that is owned by the Village.
2. The fees involved are for the purpose of covering direct costs and are not designed for any profit to the Village.
3. As the Village will receive little to no financial benefit for this usage, it is necessary to have the Village indemnified and held harmless from any liability or damage claims associated with the use of such area by the Applicant, which is agreeable to the Applicant.

**NOW, THEREFORE,** inconsideration of the foregoing Recitals and the use of said street or public parking area by the Applicant, it is agreed as follows:

1. The Applicant will have the Village named as an additional insured on its liability policy for all activities or events for which it will utilize the street or parking area. Minimum coverage will be One Million (\$1,000,000.00) Dollars. The Village shall be provided a copy of the insurance declaration sheet which shall evidence such coverage.
2. The Applicant shall indemnify and hold the Village harmless from any and all liability, claims, damages, costs, and any other expenses, including actual attorney fees incurred, that may be associated or incurred by the Village as a result of the Applicant's use of the street or public parking area.

**IN WITNESS WHEREOF,** the parties have set their hands the day and year first above written.

**THE VILLAGE OF BIRCH RUN**

By: \_\_\_\_\_

Its: \_\_\_\_\_

**APPLICANT:**

\_\_\_\_\_  
\_\_\_\_\_