



CHICAGO DEPARTMENT OF Business Affairs and Consumer Protection
SPECIAL EVENT PERMIT APPLICATION

SPECIAL EVENT FOOD TRUCK SINGLE EVENT LICENSE APPLICATION

PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

THIS FORM MUST BE SUBMITTED 20 CALENDAR DAYS PRIOR TO THE EVENT

FEE: \$ 75.00 PER VENDOR. (Upon approval you will be sent a link to pay for the license online).

Please type or print clearly. Application will be returned if not completed in its entirety.

Name of Event

Address of Event (Range if possible)

Date(s) of Event

Hours of Event

Name of Sponsoring Event/Coordinator

Phone Number

Legal Name of Mobile Food Vendor

Contact

Department of Business Affairs & Consumer Protection Account Number

Phone Number

If you do not have a Chicago Department of Business Affairs & Consumer Protection account or you do not know your account number, please phone (312) 74-GOBIZ.

Email Address

Address

City

Zip Code

City of Chicago Mobile Food License #

City of Chicago Mobile Food License Expiration Date

Food Truck License Plate Expiration Date

I acknowledge that I am only preparing/dispensing food directly from a City of Chicago licensed Mobile Food vehicle (no outside booth/tent) in compliance with all license requirements NO YES

I acknowledge that I am only selling items from our City of Chicago Department of Health pre-approved menu? NO YES

SIGNATURE (*Must be signed by an owner or officer) _____ Date: _____

Print Name: _____ Title: _____