



# VILLAGE OF PARK FOREST

Economic Development & Planning Department, 350 Victory Drive, Park Forest, IL 60466  
(708) 283-5617 (Phone) • (708) 748-4355 (Fax)

## APPLICATION FOR MOBILE FOOD DEALER including FOOD TRUCKS

*Cost is Per Vehicle Per Calendar Year. Certificates Expire December 31. Allow 7 – 14 days for processing*

Selling less than 180 days (includes one health inspection) \$55 \_\_\_\_  
Selling 180 days or more (includes two health inspections) \$110 \_\_\_\_

Please Specify Dates:

*I would like to begin my certificate \_\_\_\_/\_\_\_\_/2022 and have my certificate expire \_\_\_\_/\_\_\_\_/2022*

Business Name \_\_\_\_\_ Phone # \_\_\_\_\_ Email \_\_\_\_\_  
(Required)

Business Address \_\_\_\_\_ City, State & Zip \_\_\_\_\_

Type of Ownership: ( ) Individual ( ) Corporation ( ) Partnership Cell Phone \_\_\_\_\_

Specific Food to be Sold \_\_\_\_\_

Indicate if food is:  Prepackaged or  **\*\*Prepared Onsite – Food Truck**  
*(Factory/Store Sealed)*

**All of the Following Items ARE REQUIRED for Preparing Food Onsite – Food Truck:**

- Provide a Certificate of Liability in the amount of \$1,000,000 naming the Village of Park Forest, its officers, employees, agents, and volunteers as additional insureds (exact verbiage required) as a Certificate Holder including the Village address of 350 Victory Drive, Park Forest, IL 60466.
- Note in the description section of your insurance the vacant lot, dates and time of operations. (NOTE FOOD TRUCK GUIDELINES)
- Provide a copy of ANSI certified Food Protection Manager Certificate(s).

Name of Applicant(s). Additional names to be indicated on reverse side of form.

**A.**  
Name \_\_\_\_\_ Address \_\_\_\_\_ City/State \_\_\_\_\_

Date of Birth \_\_\_\_\_ Home Phone \_\_\_\_\_ Driver's License # \_\_\_\_\_

Vehicle used: Make: \_\_\_\_\_ Year \_\_\_\_\_ Body \_\_\_\_\_ VIN #: \_\_\_\_\_ Lic. Plate \_\_\_\_\_

**B.**  
Name \_\_\_\_\_ Address \_\_\_\_\_ City/State \_\_\_\_\_

Date of Birth \_\_\_\_\_ Home Phone \_\_\_\_\_ Driver's License # \_\_\_\_\_

***(Copy of Insurance Identification and Drivers License Required.)***

Number of employees working in the Village \_\_\_\_\_ Retailer Sales Tax ID from IL Dept. of Revenue \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
*(Application will not be processed without this ID.)*

Has any governmental body revoked or refused to grant a business or occupation license to applicant? \_\_\_\_\_

I hereby certify that there are no willful misrepresentations or falsifications in this application. I am aware that, should investigation disclose such misrepresentations and/or falsifications, my application will be rejected. _____ (Initial Here)		
Authorized Signature:	Print Name:	Date:

**CERTIFICATE WILL NOT BE ISSUED WITHOUT APPROVAL FROM COMMUNITY HEALTH.**



www.villageofparkforest.com

**Mayor**

Jonathan Vanderbilt

**Village Trustees**

Tiffani Graham  
Maya Hardy  
Candyce Herron  
Theresa M. Settles  
Erin I. Slone  
Joseph A. Woods

**Village Clerk**

Sheila McGann

**Village Manager**

Thomas Mick

**Village Hall**

350 Victory Drive  
Park Forest, IL 60466  
(708) 748-1112

**DownTown**

**Management Office**

226 Forest Blvd.  
(708) 503-8153

**Fire Department**

156 Indianwood Blvd.  
(708) 748-5605

**Freedom Hall**

410 Lakewood Blvd.  
(708) 747-0580

**Police Department**

200 Lakewood Blvd.  
(708) 748-4700

**Recreation and  
Parks Department**

350 Victory Drive  
(708) 748-2005

**Food Truck Guidelines for Using Village-owned Property**

Food Trucks are allowed on Village-owned property that is not zoned residential after they have registered with the Village, their truck has been inspected by Community Health, a certificate of liability in the amount of \$1,000,000 has been received, and they have submitted a written request.

Four lots are available:

- 2470 Western Avenue – vacant lot in between State Farm Insurance & Lifetime Automotive Repair
- Corner of Orchard Drive & Indianwood Boulevard
- Corner of Orchard Drive & Main Street
- Lakewood Boulevard & Cunningham Drive. (Trucks have to be positioned closest to the street as to not interfere with parking of the customers for the businesses on that side of the building.)

Food Truck owners are required to give the Village **at least 5 business days written notice** with the date(s), location(s), and hours of operation they want to use the lot. This notice will then be forwarded to several Village departments checking lot availability.

Please be aware there could be more than one food truck vendor on a lot at the same time.

Lastly, if a Food Truck is interested in using other commercial properties i.e. CVS, the Village requires a letter from the property owner giving them permission to use their lot.

May 6, 2021