



HUDSON COUNTY PARK SYSTEM REQUEST FOR FOOD VENDORS

EVENT: Food Vendor Permits- Hudson County Parks
EVENT DATE: January 1, 2022 thru December 31, 2022
EVENT LOCATIONS: Stephen R. Gregg Park (Bayonne),
West Hudson Park(Kearny/Harrison),
North Hudson Park (North Bergen),
Laurel Hill Park (Secaucus) & Lincoln Park (Jersey City)

HOURS OF OPERATION: 10AM-6PM/ 7 Days a Week (or until Park(s) Close)

1. Event Description: Permits for Food Vendors (a large motor vehicle or trailer equipped to cook and sell food)
2. Food Vendors Sought: The County is seeking food vendors to sell various food items at designated Hudson County Parks. Food items can include, but are not limited to hot dogs, hamburgers, chicken nuggets, fries, pizza, London broil/roast beef, crepes, soups, subs, cheese steaks, pretzels, popcorn, specialty coffees, ice cream, cotton candy, water and various soft drinks.
3. Food Vending Space Allocations per Vendor: Not more than one (1) Outdoor Food Space will be allocated per permit at the cost of \$250.00 per permit.
4. Location: Hudson County Park System staff will identify locations for food vending spaces.
5. Additional Information:
 - a. The applicant for food truck/trailer vending space must be the owner, proprietor or sole agent of the organization.
 - b. Food Trucks/Trailers only will be permitted to apply (push carts will not be considered. Trailers not approved by the Department of Parks will not be considered)
 - c. No running water or electricity is available. Auxiliary generators not to exceed 65 decibels are permitted pending Hudson County Park System approval.
 - d. Employees of the Hudson County Park System and their family members are not permitted to apply for/ engage in any profit-making activity associated with this permit.
 - e. Cost of permit is \$250.00 for the 2022 Season.
 - f. Days of operation-
 - i. Minimum- Monday thru Sunday from 10AM to 6PM from April 1, 2022 thru September 4, 2022. Thereafter the minimum will be Saturdays and Sundays thru October 31, 2022.
 - ii. Maximum- Days of operation is whenever the Park is open.
 - g. The permit is exclusive to the vendor who is named and is not transferable.
 - h. Parks Available- North Hudson (5 locations), West Hudson (2 locations), Laurel Hill Park (2 locations), Stephen R. Gregg Park (4 locations), Lincoln Park (2 locations)
 - i. Right of termination of permit in the event of violation of terms designated by Division of Parks.
 - j. Permit does not grant exclusivity for a particular food product.
 - k. Vendor is responsible for cleanup of area assigned to the vendor by Division of Parks.
 - i. Must provide container for Trash to be removed at the end of each day by the vendor.
 - ii. Must provide container for Recyclables to be removed at the end of each day by the vendor.
 - iii. Any oil/grease used in preparation of food must be removed from park by the vendor.
 - iv. No oil/grease may be disposed of in any drains or catch basins in park.
 - l. Vendor is required to possess a valid:
 - i. Sales Tax resale Certificate
 - ii. New Jersey Business Registration Certificate
 - iii. Workmen's Compensation Insurance
 - iv. Health Department License from an appropriate municipality
 - v. Motor Vehicle Insurance
 - vi. Commercial General Liability Insurance
 - vii. Approval from County Fire Marshall

**ANYONE VENDING WITHOUT A PERMIT IN A COUNTY PARK IS LIABLE TO A
FINE NOT TO EXCEED \$500, AS AUTHORIZED UNDER COUNTY
ORDINANCE NO. 213-5-1982.**

MAIN FOOD/ SNACK VENDOR SELECTION

Please indicate items to be sold:

MAIN FOOD ITEMS:			
Breakfast Sandwiches	_____	Ribs (<i>pork or beef</i>)	_____
Calzones & Stromboli	_____	Roast Beef/ London Broil	_____
Cold Sandwich/ Subs	_____	Salads (<i>be specific</i>)	_____
Fried Chicken (<i>nuggets, etc.</i>)	_____	Sausage & Peppers	_____
Fried Vegetable/ Blooming Onion	_____	Seafood (<i>be specific</i>)	_____
Grilled Chicken	_____	Shish-ka-bob (<i>on a stick-any meat</i>)	_____
Gyros (<i>beef, chicken, or veal</i>)	_____	Soups	_____
Hot Dogs & Hamburgers	_____	Ethnic Foods	_____
(<i>Including vegetarian alternative</i>)	_____	Steaks (<i>philly, rib eye, etc.</i>)	_____
Pizza	_____	Stirfrys (<i>be specific</i>)	_____
Pulled Pork	_____	Vegan (<i>be specific</i>)	_____
French Fries	_____	Other:	_____

SNACK ITEMS:			
Cake/Pie	_____	Fried Oreos	_____
Candy/ Caramel Apples	_____	Fruit	_____
Chocolate Dipped Fruit	_____	Fudge Puppies	_____
Churros	_____	Funnel Cake	_____
Cookies	_____	Ice Cream/Yogurt	_____
Cotton Candy	_____	Ice Slushy/Smoothie	_____
Crepes	_____	Fresh Fruit Drinks	_____
		(<i>Excluding lemonade</i>)	
Donuts	_____	Italian Ice	_____
		Zeppoli	_____
		Kettlecorn	_____
		Nachos	_____
		Old-Fashioned Soda	_____
		Popcorn	_____
		Pretzels	_____
		Roasted Nuts	_____
		Specialty/Flavored Coffees	_____

PAYMENTS AND SUBMISSIONS: No spaces will be assigned unless a completed application packet for space has been received. Payment is due when permit is provided. It is the vendor's responsibility to contact the appropriate Board of Health, and complete the appropriate paperwork for a Food License. Certificate of Insurance must be received by Division of Parks prior to the commencement of activity under the permit.

THE UNDERSIGNED HEREBY APPLIES FOR A FOOD AND SNACK VENDING SPACE AT A HUDSON COUNTY PARK SYSTEM AND HAS READ AND FULLY UNDERSTANDS THE ENCLOSED PARK SYSTEM RULES AND REGULATIONS AND AGREES TO ACCEPT WITHOUT OBJECTION TO ALL THE TERMS AND CONDITIONS AS STATED.

SIGNATURE: _____ **DATE:** _____



**HUDSON COUNTY
DEPARTMENT OF PARKS AND COMMUNITY SERVICES
DIVISION OF PARKS
FOOD TRUCK VENDOR CHECKLIST**

In the event the number of requests for permits exceeds the number of permits designated for each location the selection of successful vendors shall be by lottery.

So long as the number of applicants for permits exceeds the number of permit locations designated for each particular park vendors will not be permitted to submit more than one application per park. In the event the number of applicants does not exceed the number of locations available at a particular park applicants may submit more than one application for such particular park. In such event the method of selecting a particular vendor for more than one location shall be determined by the Parks Department and announced to all vendors prior to the selection being made. Vendors who receive a permit for 2022 shall be afforded the right of first refusal for a permit in 2023 subject to the terms to be set by the County.

In order to be eligible for a permit and/or the lottery drawing, the following items must be included in your application envelope. Failure to supply any of these items will result in placement on the waiting list or your application for a permit being rejected.

- Fully completed and manually signed application.
- Insurance Certificates: Auto, Liability, and Workmen's Compensation
- Valid Licenses/Approvals: Health Department/ Food Handling/County Fire Marshall
- Completed Statement of Ownership form.
- Completed and manually signed "Certificate to Prevent Certain Convicted Sexual Offenders Entrance to Hudson County Park System."
- Legible copy of applicant's current driver's license front and back. In addition, if driver's license is not a photo license, you must provide an additional and separate official government issued form of photo identification (such as passport, County ID, State ID).
- Legible Copy of State of New Jersey Sales Tax Certificate of Authority and Business Registration Certificate
- Application and all required information must be placed in an envelope clearly labeled with applicant's name and return address, and hand delivered to:

Lincoln Park Administration Building
Lincoln Park, Jersey City, NJ
Attn: Karen DeFazio
201-915-1388 ext. 7503

Applications are to be submitted and approved by the Division of Parks and permit issued by Division of Parks prior to commencement of operation under the permit.



**HUDSON COUNTY
DEPARTMENT OF PARKS AND COMMUNITY SERVICES
DIVISION OF PARKS
MAIN FOOD / SNACK APPLICATION**

FOR OFFICE USE ONLY
PROG # _____
AMOUNT _____
PD IN FULL _____

ALL INFORMATION MUST BE COMPLETED FOR SPACE CONSIDERATION

Applicant is applying for (a separate application must be filled out for each permit sought):

*North Hudson Park *Stephen R. Gregg Park *West Hudson Park *Laurel Hill Park *Lincoln Park

Applicant's Legal Name: _____ Home Phone #: _____

Business Name: _____

Business Phone #: _____ Cell Phone #: _____ Fax #: _____

Business Address: _____

Applicant's

Home Address: _____

Email Address: _____

VENDOR SPACES

- All spaces will be assigned by the Hudson County Division of Parks
- No electricity or running water to be supplied. Auxiliary generators are allowed provided that noise level does not exceed 65 decibels. Hudson County Parks shall be the sole judge in determining acceptable noise level.
- All food vendors shall clearly display in plain sight to the public a menu listing all the items being sold and the price for each.
- All food vendors are responsible for the removal of their own trash, recyclables, oil/grease (DO NOT pour down storm drains).
- All food vendors shall be required to complete and submit additional forms/applications in accordance with the rules and regulations set forth by the local Board of Health and County Fire Marshal. Any fees, if applicable, shall be paid by the food vendor in addition to the fees for space(s) at the Parks. In case of cancellation, recovery of these additional fees is the vendor's responsibility.



**CERTIFICATION TO PREVENT
CERTAIN CONVICTED SEXUAL OFFENDERS
ENTRANCE TO HUDSON COUNTY PARKS SYSTEM**

This certification is to be filled out by applicant/person applying for a food vendor permit with the Hudson County Park :

The applicant is solely responsible for all that is contained herein.

I, _____, of full age, by way of certification in lieu of oath, deposes and says:

1. I am not a person over the age of 18 who has been convicted of any crime against a minor as listed in N.J.S.A. 2C:2-7, or convicted of a similar crime under the statutes of any other state or nation and who as a result of said conviction is required to register with proper authorities pursuant to N.J.S.A. 2c:7-1 et seq., or required to register with any other state or national authorities.
2. I will not allow any person over the age of 18 who has been convicted of any crime against a minor as listed in N.J.S.A. 2C: 7-2, or convicted of a similar crime under the statutes of any other state or nation, and who as a result of said conviction is requires to register with the proper authorities pursuant to N.J.S.A 7C: 7-1, et seq., or required to register with any other state or national authorities, to work at the Hudson County Park System.
3. I will inform all those over the age of 18 who want to work at the Hudson County Park System that anyone who has been convicted of any crime against a minor as listed in N.J.S.A. 2C: 7-2, or convicted of a similar crime under the statutes of any other state or nation, and who as a result of said conviction is required to register with the proper authorities pursuant to N.J.S.A. 2C: 7-1 et seq., or required to register with any other state or national authorities, that the penalty for trespassing onto the physical boundaries of any County Facility shall be punishable by a fine not to exceed \$200 and/or imprisonment for a term not to exceed 90 days pursuant to N.J.S.A. 40:24-2.

I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

Legal Name (Please Print)

Legal Signature

Date: _____

Note: The above certification refers to certain convicted sex offenders over the age of 18 who are registered at tier 2 or tier 3 offenders under Megan's Law. All persons receiving a permit from the Hudson County Park System for food vending must check all potential Hudson County Food Truck workers through the New Jersey State Police Megan's Law website at http://www.state.nj.us/lps/njsp/info/reg_sexoffend.html. For websites in other states, refer to www.klaaskids.org.



HUDSON COUNTY PARK SYSTEM VENDOR INSURANCE INSTRUCTIONS

Below are the insurance requirements that affect food trucks/trailers for food and snack vendor permit holders in the Hudson County Park System. These regulations require your close review and attention.

1. All vendors selected to participate in the sale of food in the Hudson County Park System must have **Commercial General Liability Insurance** (\$1 million/\$2 million and includes products and completed operations) and Employers' Liability at limits shown on the sample certificate, in addition to **Statutory Workers Compensation** as required by the New Jersey law and including **Employers Liability** of at least \$500k/ \$500k/ \$500k. Show proof of coverage for **Automobile Liability Insurance** for any vehicle with \$1,000,000 combined single limit for each accident. All such coverage shall be effective for the duration of the permit, including set-up, operation, and until such time as the vendor has removed all property from the premises.
2. It is **very important** that the County of Hudson and their employees and agents are named as additionally insured on permit holder's commercial general liability policy by endorsement. Please see attached sample for exact language required. Your insurance policy will not be accepted unless the "County of Hudson" as stated on the sample is named as additional insured.
3. Insurance certificates must be sent **DIRECTLY FROM THE INSURANCE AGENCY** to Park Management via one of the following methods **PRIOR TO THE COMMENCEMENT OF ACTIVITY UNDER THE PERMIT:**

Mail: Hudson County Park System
Attn: Karen DeFazio
Francis X. Burke Administration Building
Lincoln Park, Jersey City, NJ 07304
Fax: (201) 915-1385
Email: kdefazio@hcnj.us

UNDER NO CIRCUMSTANCE WILL ANY VENDOR BE PERMITTED TO SET UP AND/OR OPERATE IN THE PARKS WITHOUT VALID COMMERCIAL GENERAL LIABILITY INSURANCE IN EFFECT.

SEE ATTACHED FOR SAMPLE OF INSURANCE CERTIFICATE