



# 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 \_\_\_\_  
Annual lot use fee (required) \$350 \_\_\_\_

Please Specify Dates:

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

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 a copy of this ID.)*

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

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



## Food Truck and Peddler Guidelines for Use of Village-Owned Property

[www.villageofparkforest.com](http://www.villageofparkforest.com)

### Mayor / President

Joseph A. Woods

### Village Trustees

Tiffani Graham

Maya Hardy

John V. Moore

Theresa M. Settles

Erin I. Slone

Randall White

### Village Clerk

Sheila McGann

### Village Manager

Jon Kindseth

### 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, Parks & Community Health Department

350 Victory Drive

(708) 748-2005

Food Trucks and peddlers are permitted on Village-owned property in designated areas. To be permitted, the user must register with the Village, have their truck inspected by Community Health, provide a certificate of liability in the amount of \$1,000,000 to the Village, and submit a written request to the Department of Economic Development and Planning (EDP).

#### Five lots are available:

- 2470 Western Avenue – vacant parking lot in between State Farm Insurance & Lifetime Automotive Repair
  - This space includes four (4) stalls
- Corner of Orchard Drive & Main Street
- Corner of Indianwood Blvd & Lester Road – parking lot in front of the Fire Department, across from the Post Office
- Lakewood Boulevard & Cunningham Drive. (Trucks must be positioned closest to the street so as not to interfere with parking of the customers for the businesses on that side of the building.)
- Blackhawk Dr. & Indianwood Boulevard – Blackhawk Tower Plaza

**Food truck owners and peddlers must provide EDP with at least five business days' written notice before using a Village-owned lot.** This notice must include the date(s), location(s), and hours of operation.

Participating vendors are responsible for providing their own garbage receptacles and must remove all refuse daily. They must also display their Park Forest Business Registration Certificate and be open r.

Be aware that multiple food truck vendors may operate on the same lot simultaneously. At 2470 Western Avenue, vendors must remain within the marked stalls (Exhibit A). This is an unattended lot, and temporary staked signs will indicate vendor locations.

Vendors may request up to two barricades (Exhibit B), which they are responsible for setting up and removing daily.

The Village expects all participating vendors to comply with these guidelines. Failure to do so will result in the loss of this privilege, and the vendor will be prohibited from selling at any unattended Village-owned lots.

For vendors interested in using privately owned commercial properties (e.g., CVS, 7-Eleven), the Village requires a letter from the property owner granting permission. This letter must be available for inspection.

*Administratively Adopted: May 6, 2021; Revised: December 1, 2025*



## Exhibit B

### DPW Barricades

