



**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

Date(s) of Event

Hours of Event

Name of Sponsoring Event/Coordinator

Phone Number

Name of Mobile Food Vendor

Contact

Department of Business Affairs & Consumer Protection Account Number

Phone Number

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

Address

City

Zip Code

Mobile Food License #

License 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: \_\_\_\_\_