



Food Truck Pilot Program Application

400 SW 152nd Street, Suite 300, Burien, WA 98166
 Phone: (206) 436-5579 • Fax: (206) 248-5539
 burienwa.gov

For City Use Only
Approved by:

Date:

Plans, approvals, and other documents concerning the application shall be submitted at the time of filing. Please note that incomplete application packets cannot be accepted. Once you have completed the application, email the application and attachments to economicdevelopment@burienwa.gov.

Please attach to this application:

- King County Public Health Mobile Food Service Business Permit
- Photo of food truck

Additional documentation will be required after applicant is notified by City of Burien staff of preliminary eligibility for the program. For more information, see “Food Truck Pilot Program Application Review and Approval Process” on page 3.

APPLICANT INFORMATION		
Name:	Company:	Daytime Phone:
Mailing Address:		Email:
Food Truck Owner (if different):	Company:	Daytime Phone:
Mailing Address:		Email:
Website/Social Media:		Commissary Kitchen Address:

VEHICLE INFORMATION				
Vehicle License Plate:		King County Public Health Mobile Food Service Business Permit Number:		
UBI Number:				
Operator’s Driver’s License Number/State:				
Description of Food Truck:				
I have reviewed and agree to the terms and conditions of the Burien Food Truck Pilot Program Guidelines and will abide by any changes subsequently made to these guidelines once notified of the changes. Yes <input type="checkbox"/> No <input type="checkbox"/>				
Is electrical power needed? Yes <input type="checkbox"/> No <input type="checkbox"/>	Is liquor being sold? Yes <input type="checkbox"/> No <input type="checkbox"/>	Is the use of public street right-of-way required? Yes <input type="checkbox"/> No <input type="checkbox"/>	Will a gas generator be used? Yes <input type="checkbox"/> No <input type="checkbox"/>	Will LPG be used? Yes <input type="checkbox"/> No <input type="checkbox"/>

TERMS AND CONDITIONS

Each applicant is required to read and agree to the terms and conditions included in the *Burien Food Truck Pilot Program Guidelines*.

Program Modifications

The City of Burien reserves the right to change, modify, or terminate the Burien Food Truck Pilot Program regulations at any time. The applicant will be notified of any changes, modifications, or termination to the program and must comply with the then-current *Burien Food Truck Pilot Program Guidelines* when operating within the City of Burien under this program.

Indemnification / Hold Harmless

The Applicant shall defend, indemnify, and hold the City of Burien, its agents, boards, commissions, council, counsel, directors, employees, officers, officials, representatives, and volunteers harmless from any and all claims, injuries, damages, losses, or suits including attorneys' fees, court costs, and expenses, arising out of or in connection with activities or operations performed by the Applicant or on the Applicant's behalf out of issuance of this permit, except for injuries and damages caused by the City of Burien's sole negligence.

However, should a court of competent jurisdiction determine that RCW 4.24.115 applies to this permit, then the permittee agrees to defend, indemnify, and hold the City of Burien, its agents, boards, commissions, council, counsel, directors, employees, officers, officials, representatives, and volunteers harmless to the maximum extent permitted thereunder. It is further specifically and expressly understood that the indemnification provided herein constitutes the Applicant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

SIGNATURE

I, _____, declare that I am the owner of the food truck involved in this application and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects true and correct to the best of my knowledge and belief. I designate _____ to act as my agent with respect to this application. I agree to reimburse the City of Burien for the costs of professional engineers and other consultants hired by the City of Burien to review and inspect this proposal when the City of Burien is unable to do so with existing in-house staff.

Date: _____

Signature: _____

FOOD TRUCK PILOT PROGRAM APPLICATION REVIEW AND APPROVAL PROCESS

Processing of Burien Food Truck Pilot Program application includes the following steps:

Step 1: Application Submittal – The applicant emails the completed Food Truck Pilot Program Application along with a current King County Public Health Mobile Food Service Business Permit and a photo of the food truck to economicdevelopment@burienwa.gov.

Step 2: Initial Review – City of Burien staff reviews the application and contacts the applicant to confirm the applicants' eligibility in the program.

Step 3: Additional Documentation Submittal – **After the applicant receives a confirmation email of preliminary eligibility for the program**, the applicant must procure and submit the following documents to economicdevelopment@burienwa.gov.

- a. City of Burien [Business License](#)
- b. King County Fire District #2 [Annual Fire Permit](#)
- c. Certificate of Liability Insurance with limits no less than those identified below. The certificate binder must name the City of Burien as "Additional Insured," and include the Endorsement Page(s) defining the "Additional Insured" coverage with the insurance certificate.
 - i. [Commercial General Liability](#) insurance shall be written with limits no less than \$2,000,000 each occurrence, \$2,000,000 general aggregate, and a \$2,000,000 products – completed operations aggregate limit.
 - ii. [Automobile Liability](#) insurance with a minimum combined single limit for bodily injury and property damage of at least \$1,000,000 per accident.

Step 4: Final Review – City of Burien staff will send the application and required documents for internal approvals. The review process may require the applicant to provide additional information.

Step 5: Upon successful application and approvals, City of Burien staff will send the applicant(s) confirmation of a successful permit application into the program and schedule a brief one-on-one program orientation meeting with economic development staff and a right-of-way inspector.