



CITY OF KLAMATH FALLS DEVELOPMENT SERVICES

226 S. 5th Street, Klamath Falls, Oregon 97601
(541) 883-4950

www.klamathfalls.city
concessions@klamathfalls.city

PARKS CONCESSIONAIRE APPLICATION 2025 SEASONAL PILOT

Business Information

Business Name: _____	City BL # _____
Unit Type: <input type="checkbox"/> Food Truck/Trailer <input type="checkbox"/> Food Cart	Unit Dimensions (feet): _____
What types of food/beverages will you be vending? _____	

Applicant Information

Applicant Name: _____	Phone: _____
Mailing Address: _____	
Email: _____	

Proposed Vending Information

City Park: <i>(check only one)</i>					
<input type="checkbox"/> Klamath Commons	<input type="checkbox"/> Sugarman's Corner	<input type="checkbox"/> Veterans Park	<input type="checkbox"/> Moore Park	<input type="checkbox"/> Moore Park Marina	<input type="checkbox"/> Ella Redkey Pool

Would you be interested in other City Parks as availability permits?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Would you be interested in one-time City-sponsored special events?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Proposed Hours of Operation: _____ <i>(cannot exceed City Park hours)</i>	
Proposed Days of the Week: <i>(check all that apply)</i>	
<input type="checkbox"/> Sunday	<input type="checkbox"/> Monday
<input type="checkbox"/> Tuesday	<input type="checkbox"/> Wednesday
<input type="checkbox"/> Thursday	<input type="checkbox"/> Friday
<input type="checkbox"/> Saturday	
Proposed Months of Operation: <i>(check all that apply)</i>	
<input type="checkbox"/> May	<input type="checkbox"/> June
<input type="checkbox"/> July	<input type="checkbox"/> August
<input type="checkbox"/> September	<input type="checkbox"/> October

How will your concession complement the public's use of City Parks? _____

Additional Submittal Requirements:

- On separate sheets, please provide proof of licensing and inspection approval through Klamath County Public Health, Fire District #1, or other applicable permitting agencies.
- Provide photos of Food Truck/Trailer or Food Cart. Email photos to concessions@klamathfalls.city.

(Standards, Additional Requirements & Signature next page)



General Concessionaire Standards:

- Fee: \$100 per month or \$350 for the entire season (May-October)
- There is a limited number of concessionaire spots per City Park.
- If an awarded spot is unused or used less than proposed hours, it will be considered forfeit.
- Space and siting location for concessionaires is to be determined by City Parks.
- Concessionaire must come and go each day. Nothing is to be stored on Park property or kept overnight.
- Concessionaire must be self-contained. Connections to City water, sewer, electrical, or any other utilities are prohibited.
- A trash receptacle specifically for customers' waste shall be provided by the concessionaire and regularly emptied in an offsite location.
- No accessory tables, chairs, umbrellas, etc. are to be displayed. Customers may utilize existing City Parks facilities.
- Food Trucks, Trailers, and Carts must be approved by Klamath County Public Health and Fire District #1.

Insurance Requirements:

If a concessionaire permit (CP) is awarded, then insurance must be provided by the applicant to vend in City Parks prior to final agreement execution. The insurance must meet the following requirements:

- A Certificate of Liability Insurance providing for a minimum of \$1,000,000 per occurrence and \$2,000,000 aggregate.
- The policy effective and expiration dates need to cover the duration of seasonal vending.
- The mailing address for the Certificate Holder Block:
City of Klamath Falls
PO Box 237
Klamath Falls, OR 97601

Indemnification Statement:

User shall indemnify, save, defend, and hold the City and its officers, agents, and employees harmless against any and all claims, suits, actions, losses, damages and demands, including court costs, expenses of any nature and attorney fees at trial and on appeal, arising from the use of the City or Public Property by user due to user's negligence and willful acts.

I agree on behalf of my business and its representatives, to assume liability to all costs for any misuse or damage to the public space, be bound to all policies and regulations of the City of Klamath Falls, and return the site to a clean, undamaged, and safe condition.

I have read, understand, and agree to abide by the above General Concessionaire Standards while vending in a City Park.

I have read, understand, and agree to the above indemnification Statement.

Signature of Responsible Party

Printed Name of Responsible Party

Date

*Applicant will be notified if a concessionaire permit (CP) has been awarded.
If awarded, applicant will be required to finalize an agreement with the City of Klamath Falls and provide required insurance and a copy of a Business License prior to the assignment of concession location.*