

Food Truck Guidelines During COVID-19 Pandemic

The following will serve as a guideline for food trucks / trailers (both generally referenced as “food truck” going forward in this document) operating in the Town of Hanover during the COVID-19 pandemic.

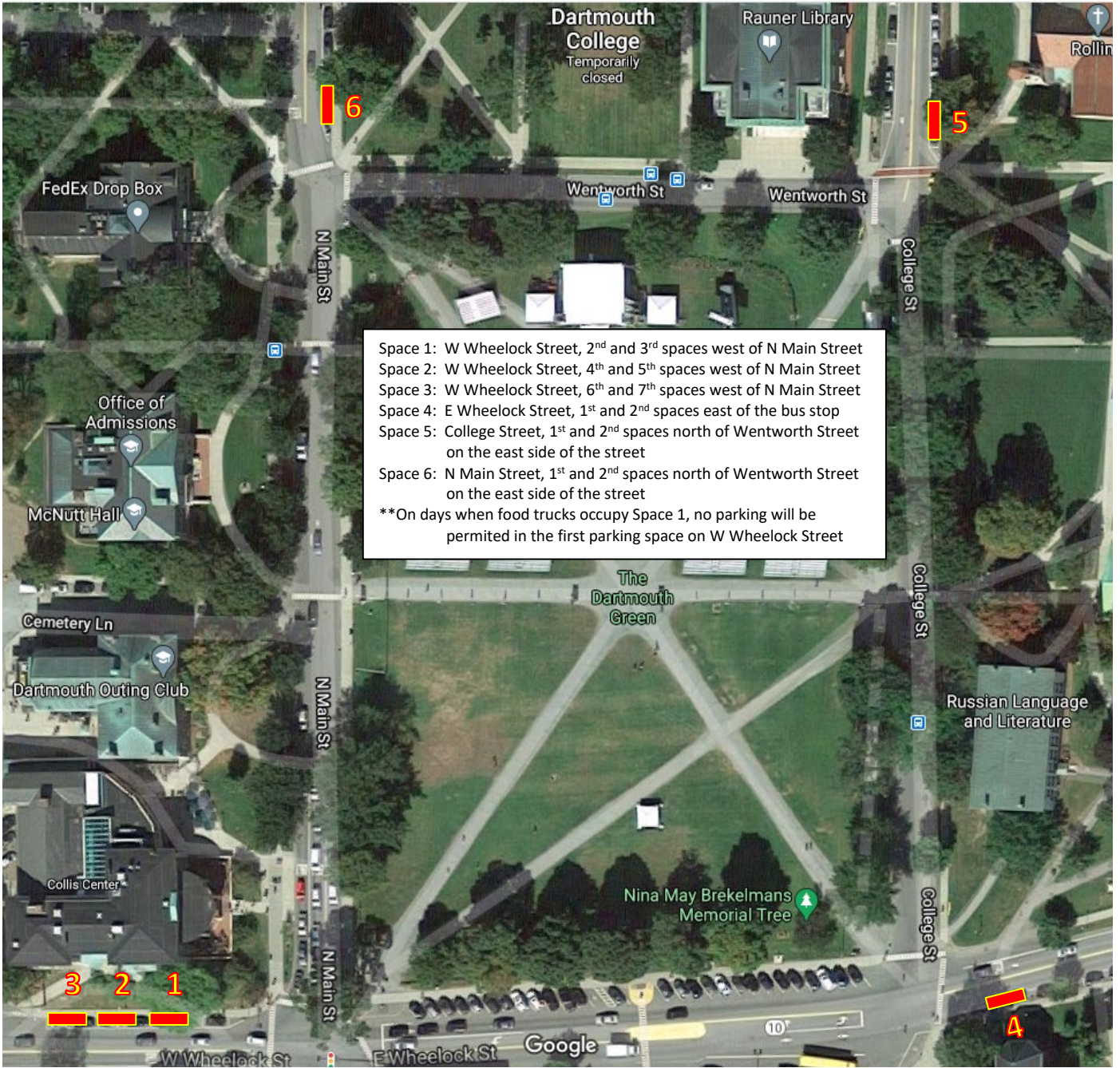
Permit Requirements:

1. A Mobile Food Unit License is required by the State of New Hampshire and can be obtained from the Department of Health and Human Services.
2. A Mobile Food Truck permit is required annually from the Planning and Zoning Department along with a public health inspection.

Parking Requirements:

1. Both the state Mobile Food Unit License and Town Mobile Food Truck permit are required before a food truck space can be reserved with Hanover Parking. Copies of both permits must be submitted annually along with a Food Truck Parking Permit Application and a current picture of the vehicle, and will be kept on file by the Parking Division.
2. A total of 8 Food Truck Spaces have been identified in the Town of Hanover at this time (see reverse side for map and description of locations). Operating a food truck at any other location within the Town is not permitted.
3. Reserving a Food Truck Space will be at the rate of \$50.00 per day for the two parking spaces designated as a Food Truck Space regardless of the size of the food truck.
4. A food truck and all accompanying equipment (to include but not limited to generators, tables, advertising signs, etc.) must fit within the two designated parking spaces. Equipment cannot be placed outside of the painted parking lines for these two spaces or on the adjacent sidewalk.
5. If a trailer is used, it must remain attached to the tow vehicle at all times, and both vehicles must fit within the two designated parking spaces.
6. Food trucks must park with the flow of traffic and be equipped to vend from the sidewalk side of the vehicle.
7. If a reservation for a Food Truck Space is not cancelled by 9:00am Monday – Friday, or by 4:30pm on Friday afternoon for a Saturday reservation, then the entity who made the reservation will be responsible for the \$50.00 fee for the day.
8. If payment for any reservations from the prior week has not been received by 9:00am on the following Monday morning, any future reservations will be cancelled until payment in full has been made. Payments can be made in person or via phone during normal business hours (8:30am- 4:30pm Monday through Friday, holidays excluded) or via the internet 24/7 at <https://parking.hanovernh.org/>.
9. These guidelines may be reviewed and changed without prior notice. Any changes will be communicated to those with an existing Food Truck Permit.

Food Truck Zone 1



Food Truck Zone 2





HANOVER, NH MOBILE FOOD TRUCK PERMIT PARKING APPLICATION January 2021 – December 2021

For office use only

Parking Account Number: GN _____ Date of Issue: ____/____/____

State Permit on File: _____ Town Permit on File: _____ Picture on File: _____

PERMITS WILL NOT BE ISSUED WITHOUT THE FOLLOWING INFORMATION

Business Name: _____

First Name: _____ Last Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: (C) _____ (H) _____ (W) _____

E-Mail Address: _____

Alternate Contact Person: _____

Telephone: (C) _____ E-Mail Address: _____

Vehicle Information: Total Vehicle Length (in feet and inches): _____

Plate: _____ State: _____ Make: _____ Model: _____ Color: _____

Please initial and sign:

____ I have been provided a copy of the of the Food Truck Guidelines informational sheet and read all information provided. I understand that Food Truck Space reservations are first-come, first-served and I may not always be able to reserve a Food Truck Space. I further understand that failing to comply with these guidelines may result in revocation of this permit.

Signature

Date