



Vendor Rules and Regulations Palm Beach County Parks & Recreation Special Events

Palm Beach County welcomes event food vendors, catering companies and amusement providers who adhere to the following rules. Vendors are responsible for the actions of their workers while under contract at any Palm Beach County Park. **Compliance is mandatory.**

LICENSING:

1. Applicable event license or permit must be visible at the vendor location(s) at all times. Failure to display proper permits will result in the operation being closed.

FOOD VENDOR REQUIREMENTS:

Vendors must read and comply with the rules of the Palm Beach County Health Department, pass inspection and comply with the following:

1. Placing hot coals in trash containers is prohibited.
2. Extinguish all fires and cooking areas before exiting the park.
3. No cooking allowed under tented areas or canopies.
4. No glass containers allowed for dispensing beverages
5. No dumping of fuel allowed on street or sewerage area
6. Provide an operational 5 lb. Class A or B rated fire extinguisher in each cooking area to be checked by the Fire Inspectors. **No exceptions.** Failure to comply will result in the vendor being shut down until a working extinguisher is provided.
9. Trash must be deposited in plastic containers and secured properly.
10. Secure and prevent cooking gas, helium and other combustible materials from falling and spilling. Unsecured tanks may not remain in the park.
11. Helium and propane tanks must have all caps in place.
12. Vendors may not sell alcoholic beverages without a liquor license and be listed on the event permit as an approved vendor.

TENTS AND RIDES:

1. No staked tents or signs are allowed unless written permission is received from the Special Events Section. If stakes are driven in the ground without written permission the vendor's ability to operate in Palm Beach County Parks may be revoked.
2. No motorized rides, mechanical bulls or amusements are allowed.

EVENT LAYOUT:

1. All Electrical connectors are subject to code requirements and inspection.
2. All extension cords must be secured in a safe manner, so as not to present a hazard to the public.

PARKING AND UNLOADING:

1. Vendor parking permits must be displayed on all vehicle dashboards for identification or be towed.
2. Pre-approved vehicle parking and unloading areas will be strictly enforced.

HOURS OF OPERATION:

1. Vendors must close down at time specified on the permit which will be enforced by the Palm Beach County Sheriff's Office.