



**Parks & Recreation**  
**Oversized Grill / Food Truck Permit Request**

**Fee: \$25**

*\*Permit and Fee required for each vendor to be used.*

Permit Requested:

**Oversized Grill** – Charcoal, wood, or propane grill permanently affixed to a trailer.

**Food/Catering Truck** – A mobile kitchen that cooks and/or serves food directly from the vehicle.

**Catering** – Food service set up at your picnic site and served by the caterer's staff.

**\*Food Delivery** – Food delivered to your picnic site without the vendor serving. **\*NO PERMIT REQUIRED.**

Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Street Address, City, State, Zip Code: \_\_\_\_\_

Phone: (primary) \_\_\_\_\_ (secondary) \_\_\_\_\_

Email: \_\_\_\_\_

Date of Event: \_\_\_\_\_ # of Participants: \_\_\_\_\_

Park or Area(s) Reserved:

**Landa Park:**      4      5      6      16      Landa Haus

\*For Pavilions 4, 5, or 6: Requested time for bollard to be lowered: \_\_\_\_\_

**Cypress Bend Pavilion**

**Fischer Park Hilltop Pavilion**

**Sports Fields:**

**Camp Comal Softball Fields**

**Fredericksburg Fields**

**HEB Soccer Complex**

Set-up Time: \_\_\_\_\_ Name of Caterer/Truck: \_\_\_\_\_

Notes:



**Parks & Recreation**  
**Oversized Grill / Food Truck Permit Request**

**Fee: \$25**

\*Permit and Fee required for each vendor to be used.

**Permit Regulations**

1. All oversized grills must be permanently affixed to a trailer.
2. Parks and Recreation has discretion for approval of permits based on activity level on the day of the reservation.
3. Catering/Food Trucks are not permitted to sell food to park guests other than the party making the reservation.
4. Permit does not guarantee parking space availability. All parking is first come/first served.
5. The use of propane on oversized grills is allowed and must be contained on the trailer/vehicle.
6. Heating of oil (ex. fish fry) may be done by licensed caterers only and will require proof of liability insurance.
7. When parked, trailers must be unhinged from vehicles and not be under trees or on grass.
8. Trailers/Trucks must fit within one parking space. Overall trailer size may not exceed 14' in length. (Exception: Trailers at the Hilltop Pavilion in Fischer Park may not exceed 21' in length. Trailers at the Camp Comal Softball Complex may not exceed 20' in length).
9. Trailers/Trucks must be parked on a hard surface and not extend into the roadway, over grass/turf, or impede traffic.
10. Renter will be responsible for insuring safe use of grill/truck and proper disposal of all waste and coals.
11. Electric and water hook ups are not allowed or provided.

*I certify that I have read the Permit Regulations, and that the above information is true and correct.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Email completed permit to [parks@newbraunfels.gov](mailto:parks@newbraunfels.gov) \$25 permit fee is required after approval.**

**For Office Use Only:**

Date Request Received: \_\_\_\_\_ Received By: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

**AFTER APPROVAL, PLEASE BRING THIS FORM THE DAY OF YOUR EVENT**