



## TEXAS A&M UNIVERSITY-CENTRAL TEXAS FOOD TRUCK POLICY

In the interest of maintaining a variety of quality food options in a safe environment, Texas A&M University-Central Texas (TAMUCT) Office of Finance & Administration will provide oversight and management of the mobile food truck program.

### General Policy

1. All food trucks are required to complete a Request for a Use Permit for Concessions.
2. All food trucks are required to provide proof of Commercial General Liability, Worker's Compensation Liability, and Automobile Liability Insurance coverage at the time of permit application with limits as specified by TAMUCT including an additional endorsement that names the appropriate as additional insured parties. See *Exhibit A* for specifics on The Texas A&M University System Insurance Requirements.
3. All food trucks must be inspected and permitted by Bell County Public Health District and have mobile food vending permits from the City of Killeen if required by the city. Proof of inspections and permits must be provided at the time of permit application.
4. A copy of the vendor's current and valid Texas Sales and Use Tax Permit must be provided. The provided permit must be registered under the mobile vending unit owner's name or under the business name of the mobile vending operation.
5. All food trucks are to maintain insurance coverage and keep permits up to date. Any food trucks with expired or lack of insurance coverage as noted in *Exhibit A* shall be deemed non-eligible to participate in the Food Truck program and will not be allowed on campus until a current and accepted proof of coverage is received. Expired permits will result in non-eligibility to participate in the program as well.
6. All food trucks must have all equipment contained within or on the mobile unit at all times and must be properly enclosed.
7. Food trucks must remove all trash and litter when they leave campus.
8. Food trucks will park in designated parking areas with the permit prominently displayed.
9. Food trucks must be staffed appropriately.
10. Food trucks should have the ability to accept various forms of payment for food products.
11. Food trucks must prevent the disposal of any materials, including rinse or wash water, any spilled materials or any waste into streets, gutters, storm drains, or creeks.
12. Food trucks will not be allowed to play music during semesters when classes are held.
13. Food trucks must maintain a state of mobile readiness at all times.
14. Food trucks can remain in one location no longer than 4 hours.
15. Food trucks may only sell food; no other goods, wares, or other items may be sold.
16. Food trucks may not sell alcoholic beverages.
17. Food trucks will only be allowed to advertise on the truck itself.
18. Food trucks must obey all applicable parking, traffic and vehicle safety laws, regulations, and restrictions.



**Exhibit A**

**Insurance Requirements:**

- Worker's Compensation
  - Statutory Benefits (Coverage A) Statutory
  - Employers Liability (Coverage B) \$500,000 Each Accident
  - \$500,000 Disease/Employee
  - \$500,000 Disease/Policy Limit
  
- Automobile Liability
  - Owned Vehicles \$1,000,000
  - Non-owned Vehicles \$1,000,000
  - Hired Vehicles \$1,000,000
  
- Commercial General Liability
  - Aggregate Limit \$2,000,000
  - Each Occurrence Limit \$1,000,000
  - Products/Completed Operations \$1,000,000
  - Personal/Advertising Injury \$1,000,000
  - Damage Rented Premises \$ 100,000
  - Medical Payments \$ 5,000

**Additional Endorsements:**

The vendor shall include The Texas A&M University System Board of Regents, The Texas A&M University System, and Texas A&M University-Central Texas as additional insured on the Commercial General Liability and Automobile Liability policies, and the Worker's Compensation policy shall include a waiver of subrogation in favor of the Owner.