

RIVERSIDE COUNTY TRANSPORTATION COMMISSION
FOOD AND/OR BEVERAGE VENDOR
PERMIT POLICY

It is the policy of the Riverside County Transportation Commission (RCTC) to permit the use of designated portions of its commuter rail station properties (Downtown Riverside Station, Pedley Station, La Sierra Station, West Corona Station, North Main Corona Station) for food and/or beverage vendor activities by outside individuals and groups subject to the extension of appropriate written permits, so long as such activities meet the standards set forth below. Any activity that, in the judgment of RCTC, impedes patron flow or may cause a reduction in patron safety will be prohibited.

A. Application

All individuals or groups seeking to use a commuter rail station for food and/or beverage vendor activities will be given a copy of this permit policy and application. Upon receipt of this permit policy and application, the applicant will forward a completed application to RCTC's Rail Department. Upon receipt of an applicant's application, RCTC will proceed to evaluate the applicant's application in line with the selection criteria outlined below and may request any other information determined by RCTC to be necessary to complete the evaluation.

B. Selection Criteria

All requests for food and beverage vendor permits will be evaluated by RCTC staff using, but not limited to, the following criteria as a guide for recommendation:

1. Insurance Requirements
2. Space Availability
3. Hours of Operation
4. Past Business Experience
5. Vehicles and/or Equipment
6. Transit Use Compatibility
7. Administrative Burden

1. Insurance Requirements

Permits will not be issued if necessary RCTC insurance requirements are not met. Such requirements are described in detail in Section 12 of the application. Applicants must submit either a Certificate of Insurance evidencing currently maintained coverages (meeting RCTC insurance requirements) or an Evidence of Insurance Form, with the application for a permit. Permit holders may not commence food and/or beverage vendor activities prior to obtaining adequate insurance as described in Section 12 of the application.

2. Space Availability

Issuance of permits will depend upon the availability of suitable space as determined by RCTC.

3. Hours of Operation

Hours of operation will be determined by RCTC.

4. Past Business Experience

In order to qualify for a permit, applicants must demonstrate a minimum of two (2) years experience in the food/beverage business.

5. Vehicles and Equipment

RCTC will evaluate the proposed vehicles and equipment to be used by the applicant. No permit will be granted whenever it is determined by RCTC that a vehicle and/or equipment does not comply with general health and safety standards.

6. Transit Use Compatibility

All applicants must demonstrate, to the satisfaction of RCTC, the compatibility of its operation with transit uses before a permit is granted.

7. Administrative Burden

RCTC will evaluate the proposed food/beverage operation in terms of projected RCTC staff involvement. No permit will be granted whenever it is determined by RCTC that a proposed operation is likely to become an administrative burden.

C. Term

Permits will be issued for a one (1) year term. All permits will be in writing and contain appropriate terms and conditions as approved by RCTC's Executive Director.

D. Permit Fee

Permittee shall pay a permit fee of \$150 per one (1) year term to RCTC's Rail Department within five (5) days of notification from RCTC of the issuance of a permit.

E. Environmental Health Permit

Permittees must obtain an Environmental Health Permit from the County of Riverside within twenty (20) days of issuance of a permit. Permittees must have an original or copy of a current Environmental Health Permit in their possession at all times while conducting food and/or beverage vendor activities at the commuter rail stations. Furthermore, Permittees must have a current Environmental Health Permit decal affixed to their mobile food facility at all times while conducting food and/or beverage vendor activities at the commuter rail stations.

Permittees shall also obtain all other necessary permits in accordance with state and local laws and regulations prior to conducting food and/or beverage vendor activities at the commuter rail stations.

F. Revocability

RCTC may revoke a permittee's permit at any time with or without cause by providing two (2) days written notice to the permittee.