



Webster Central Schools

Food Truck and Food Trailer Policy

Items 1 and 2 must be visible and available for inspection on the day of the event.

Item 3 must be emailed to Jane_Laskey@webstercsd.org three weeks prior to the event. Email must include date, location, time of event as well as the person/group who hired the food truck or food trailer.

1. Current Department of Health certification posted on food truck or food trailer and visible to the public.
2. Current Monroe County Department of Health Serve Safe Certified (also known as Food Safety Handler Certification) for at least one person on site for date of event visible to the public, when food is being prepared and sold. .
3. Certificate of Insurance (COI) naming Webster Central School District, 119 South Avenue, Webster, NY , 14580 as additional insured, evidencing the following insurance
 - General liability Insurance with \$1 million per occurrence/\$3 million aggregate
 - Auto insurance with \$1 million in coverage

A Serve Safe Certified person is not required to be on site if the vendor is selling popcorn, soda, water, foods that are individually wrapped and commercially produced, cheese or pepperoni pizza.

Example - If donuts from a donut store are being sold, each donut must be individually wrapped.

All other food that is being sold, other than above, a Serve Safe Certified (also known as Food Safety Handler Certification) person must be on site when food is being prepared and sold.

Food Truck or Food Trailer On-Site Regulations

1. Must be parked on a hard surface such as asphalt and only on grass if WCSD staff member grants permission.
2. No parking in handicapped parking space, in front of handicap access ramp or cut out or in a fire lane.
3. No sales of Alcoholic beverages, Tobacco products and vape products
4. Use of tire blocks is encouraged when parked.
5. WCSD will not provide extension cords or generator.
6. No power hook ups
7. No water hook ups.
8. We can provide additional garbage cans if discussed in advance.
9. No use of latex gloves.
10. Carry In-Carry Out is required.

Questions to Ask Potential Food Truck or Food Trailer Vendors

1. What does your event contract look like?
2. What are the fees, deposits, revenue expectations, cost of booking?
3. What percentage of sales can our group expect?
4. What is the maximum number of people they can serve?
5. What do you provide? Paper products, condiments, tables, chairs, etc?
6. Can you accommodate any food allergies?
7. What is your cancellation policy?
8. You can also visit [Monroe County Department of Health Restaurant Inspections](#) to learn more about issues or violations.

Please contact Jane Laskey at 670-8066 or jane_laskey@webstercsd.org

Jane Laskey
Director of Facility Usage