

Washington University Danforth Campus – Food Truck Policy

Updated August 2021

Policy Statement

The University policy allows student groups and university departments to host an event with food trucks on campus. This policy statement directs approval, locations, and guidelines for how a food truck can be accommodated on the Danforth Campus.

Purpose

The purpose of this policy is to ensure the health and safety of our community, protect our facilities and maintain compliance of insurance, liability, and health codes.

Audience

All departments of the Washington University Danforth Campus, and all graduate and undergraduate student groups and organizations.

Definitions

Vendor – food truck

Host – student group or university department

Inner Campus – inner sidewalk intended for emergency and pedestrian traffic on the Danforth Campus.

Policy Implementation

In order to comply with the Food Truck policy, the following criteria must be met:

- A. Only food trucks approved by the University will be permitted onto campus. These approved vendors must be verified to have all necessary health inspections and insurance requirements.
- B. All student groups/chapter events with food trucks must be registered in WUGO in the approvals section.
- C. All vendors must agree to the following criteria.
 - a. Vendors may only serve food and non-alcoholic beverages. The sale of service of alcohol and/or beer is prohibited.
 - b. The vendor acknowledges Washington University's exclusive beverage agreement with Coca-cola through which only the beverages identified in such agreement may be sold on University premises.
 - c. Plastic bottled water is prohibited from being sold or distributed on campus.
 - d. The vendor is responsible for removing any waste created by the operation of the truck.
 - e. The vendor is responsible for any damage to university property while entering, leaving, or parked on the Danforth Campus.
 - f. Trucks should be free of leaks and be in overall good condition.
 - g. No additional parking is guaranteed and if needed should be arranged through the host organization and Parking and Transportation.
- D. The vendor must be invited to campus by a university department or student group and may only park in the designated food truck zones (see Appendix A for map).

- a. In many cases, the space will need to also be reserved by the host organization through [Reserve A Space](#).
 - b. In order to accommodate the Food Truck, the host organization is responsible for working with their Event Coordinator from Campus Life to secure WFF to move the furniture. The host group is responsible for all housekeeping costs.
- E. A pedestrian escort from the host group is required when driving on the inner campus to reach the food truck location.
- F. The cost of the food must be supplemented by the hosting group or being offered as catering. No individual food sales are allowed.
- a. Food Trucks brought to campus in partnership with our Foodservice provider Bon Appetit may be exempted from this policy.

Approvals

Requests to bring a food truck on campus must be submitted at least 30 days prior to the desired event date to diningservices@wustl.edu. Campus Life and Dining Services reserve the right to limit the frequency of food trucks on campus. Events may not be approved if they conflict with another event or activity occurring on the Danforth Campus.

Approved Locations

The location below have been pre-approved for Food Truck Parking. Alternate locations may be considered to ensure access and safety for campus. If your primary choice of location is unavailable, another location on campus may be available.

For locations that will require additional approval and fees from Parking & Transportation, the host group should email Parktrans@wustl.edu for more information.

Edison Courtyard (behind Danforth University Center)



East End/Tisch Park (next to Parkside/Schnuck Pavilion)



Francis Field/Tennis Court Parking Lot (additional fees & approval from Parking/Transportation may apply)



Olympian Way (additional fees & approval from Parking/Transportation may apply)



Insurance

Vendors must carry the following minimum limits in their insurance policies:

- A. Commercial General Liability.
 - a. Each Occurrence \$2,000,000
 - b. Damage to Rented Premises (each occurrence) \$100,000
 - c. Medical Expense (any one person) \$5,000
 - d. Products/Completed Operations \$2,000,000
 - e. General Aggregate \$2,000,000

B. Automobile Liability. \$1,000,000 Combined Single Limit (Each Accident)

C. The vendor may satisfy the minimum liability limits required for Commercial General Liability under an Umbrella or Excess Liability insurance policy. WU shall be named as Additional Insured on the vendor's Commercial General Liability, Automobile Liability, and if applicable Umbrella or Excess Liability insurance policies as respects use of the Facility by the vendor.

D. All insurance coverage maintained by the vendor shall be primary and any insurance coverage and/or self-insurance maintained by WU shall be excess and not contributing with vendor's insurance. The specified minimum insurance coverages and limits maintained by vendor do not constitute a limitation on vendor's liability or obligation to indemnify, defend and hold harmless WU under this agreement.

E. Vendor must supply a current certificate of insurance evidencing the required coverages before they will be permitted on campus.

F. Vendor agrees to indemnify, defend and hold harmless WU, its trustees, agents, faculty, students and employees from and against all liability, loss, claims or demands (including attorney fees and expenses) for personal injury, death and/or property damage arising out of the use of the Facility and any equipment therein by Vendor and its employees, representatives, agents and invitees.

G. The Vendor releases WU, to the full extent permitted by law, from all claims of every kind, including loss of life, personal or bodily injury, damage to merchandise, equipment, fixtures or other property, or damage to business or from business interruption, arising, directly or indirectly, out of or from or on account of the Vendor's occupancy and use of the Facility or resulting from any present or future condition or state of repair thereof. WU shall not be responsible or liable at any time to The Vendor or its employees, for any loss of life, bodily or personal injury or damage to property or business, or for business interruption, that may be occasioned by or through the acts, omissions or negligence of any other persons, or any other tenants or occupants of the Facility. WU shall not be responsible or liable at any time for any defects, latent or otherwise, in any buildings or improvements in the Facility or any of the equipment, machinery, utilities, appliances or apparatus therein, nor shall WU be responsible or liable at any time for loss of life, or injury or damage to any person or to any property or business of The Vendor, or its employee's, caused by or resulting from the bursting, breaking, leaking, running, seeping, overflowing or backing up of water, steam, gas, sewage, snow or ice in any part of the Facility or caused by or resulting from acts of God or the elements, or resulting from any defect or negligence in the occupancy, construction, operation or use of any part of the Facility or any of the equipment, fixtures, machinery, appliances or apparatus therein. The Vendor and its employees shall store their property in and shall occupy and use the Facility and any improvements therein and appurtenances thereto solely at their own risk.

Compliance

For non-compliance of this policy the student group will risk sanctions of limited space and event approval at the discretion of Campus Life and the Division of Student Affairs.

History

This policy was developed in the Spring semester of 2017 by Peggy Hermes, Assistant Director for Student Involvement and Student Groups - Campus Life with input from Paul Schimmele, Danforth Campus Dining Services Manager, Karen Rose, Insurance Analyst and Kellie Mandry, Assistant Director for Facilities – Campus Life.

Updated August 2021 by Andrew Watling – Dining Services & Leslie Heusted – Campus Life.