



Food Truck Thursday at Court Square Park Guidelines (Food Truck Vendors)

Food Truck Thursday is a weekly event organized by the Downtown Memphis Commission (DMC). The event hours are from 11:00 a.m. to 2:00 p.m., with time permitted for setup and breakdown. Food Trucks must exit Court Square Park by 2:30 p.m. These guidelines take effect starting March 7, 2024 and may be modified at any time at the sole discretion of the DMC.

1. All Food Truck Vendors (FTV) and Participants must sign and agree to the “Food Truck Thursday at Court Square Hold Harmless and Indemnification Agreement” prior to participating in any Downtown Memphis Commission (DMC) events.
2. An inspection will be conducted by DMC staff prior to participation in Food Truck Thursday (FTT). Inspections by DMC staff, Health Department, and Fire Department officials may be conducted at any time, including the day of the event.
3. All FTV must have a fully prepped and operational generator, 50-ft four-prong 30-amp cord, gas can, visible Health Score, Tennessee State Permit, Local/County Permit, and proof of Shelby County Fire Department Inspection at all times.
4. To request booking for each event, please email the Event Coordinator no later than Wednesday of the preceding week.
5. Food trucks are required to be loaded into event space by 8 a.m. on the event date. In case of an emergency, please contact the Event Coordinator or the Food Truck Operations Manager immediately!
6. A Participation Fee of \$40 cash is required to be paid by 9 a.m. the morning of each event, collected by a DMC employee or representative.
7. Generators should be completely operational and utilized before and/or during the continuation of FTT.
8. Food trucks shall be equipped to use the electric power (Oscar Boxes) provided by the DMC. Food trucks not properly equipped to use the electric power provided will not be allowed unless, per DMC prior written approval, staged in a specified lane and position in the park, provided the food truck is equipped with an approved generator.
 - DMC reserves the right to decide if boxes will be provided during any DMC event.

9. Due to limited space and capacity, participation will be limited to no more than twenty (20) food trucks each Thursday. Of the eight (8) sidewalks/lanes in Court Square Park, only five (5) are suitable for this event, with each usable sidewalk/lane limited to no more than four (4) food trucks. No food trucks will be permitted on North Court Avenue or South Court Avenue.
10. There shall be no driving into or around the circle containing the Hebe Fountain.
11. Food trucks are required to remain operational and staffed with a driver present at all times.
12. All orders must be placed before 2 p.m. to ensure timely departure from the event space.
13. Food truck operators are required to take all trash and food items with them upon leaving the park. Dumping waste water/fluids (including leaks of any type leak) is not permitted.
14. The statistics, including the number of orders acquired during the current event, must be emailed to the Event Coordinator by Thursday at the close of business, specifically by 5 p.m.
15. Non-compliance with any of the guidelines will prompt a notice. Upon receiving two notices, participation in all DMC events will be revoked.
 - The DMC reserves the right to approve all food truck participation, and its decision regarding rejection or denial of any food truck participation shall be final and non-appealable.

Contacts

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