



Downtown Activity Permit – Food Cart Fee Report

Vendor: _____ (please print name)

Today's date: _____

Reporting month: _____

Number of days of operation: _____

Number of absences: _____

Fees

Gross Sales for the month: _____

6% of monthly gross sales: _____

OR

Base rent: _____

Electricity Fee: _____

Late Fee: _____

TOTAL AMOUNT DUE: _____

Fee Notes:

- Food trucks pay 6% of monthly sales OR monthly base rent (whichever is greater)
- Base rent is \$100.00/month June through September and \$50.00/month October through May
- The electricity fee is \$7.50/month
- \$25.00 late fee for accounts paid after the 10th of the following month. Late fee will be applied for each month that fees are past due. Permits will be suspended if fees are 90 days past due.

Signature: _____

Date: _____

Remit Payment to: City of Eugene
 Community Development Division
 ATTN: Downtown Food Trucks Program
 99 W. 10th Ave., Suite 240
 Eugene, OR. 97401