



The Yard Food Truck Plaza Rental Information

The Yard is a versatile open-air space with nine designated spaces equipped with electrical, water, and wastewater connection, along with a common lawn area for seating and activities, located at 212 S Main St. Temple, TX 76501, close to Fred Springer Park, Santa Fe Plaza and the Railroad & Heritage Museum in Downtown Temple. This venue is available year-round for public rental from 5:00am to 11:00pm and can accommodate up to 500 people.

Application

To host an event at The Yard, applicants should submit a completed Outdoor Event Application to the Parks and Recreation Department. Applications must be submitted according to the timeframes outlined in the Special Event Guide.

Applications may be delivered in person to the Parks and Recreation Department (PARC) Administrative Office at 1701 N. General Bruce Drive, or sent via email to: events@templetx.gov

Application forms can be found online at: www.templetxevents.com

Liability Insurance and Indemnity

All rentals are required to have general liability insurance and must provide a Certificate of Insurance at least two weeks prior to the event date. The Certificate of insurance must contain, at a minimum:

- Renter's name or organization as the primary insured
- A policy expiration that is after the event date
- Minimum liability policy limits of \$1,000,000 per occurrence; must include both property damage and bodily injury, including death
- The Certificate of Insurance should include a description listing the event, rental location, date(s)
- The City of Temple should be listed as an additional insured on the liability policy, and the same should be indicated on the Certificate of Insurance
- The policy should include a waiver of subrogation in favor of the City of Temple

All renters will be required to indemnify and hold harmless the City of Temple from all causes of action, claims, and damages which occur during the rental period.

Confirmation

Rentals are not considered confirmed until the application has been approved by all required City departments, all fees have been paid, and the Certificate of Insurance has been submitted. Approval is contingent upon multiple factors, including intended use, availability, and applicants' agreement to abide by the terms and conditions listed herein.

Outdoor Event permit must be available to be presented on-site if needed. Renters should contact the Temple Parks and Recreation on-call number for any conflict related to your event. Permits are not transferable. Permit holders must be a minimum of 18 years old (or 21 years old for permit holders at events serving or consuming alcohol).

Cancellations

In order to be eligible for a refund, a renter must request event cancellation at least 72 hours prior to the event start time; all requests for cancellation and refund must be submitted to events@templetx.gov. No cancellations will be allowed within 72 hours of the event start time. Failure to cancel the reservation during this timeframe will result in the forfeiture of any fees paid.

Please allow thirty days (30) for refunds for cancellations to be issued by check. Credit card refunds will be returned to the card used for payment. The application fee is non-refundable.

Amenities

Each of the nine designated spaces are equipped with electrical, water, and wastewater connections. Electrical pedestals contain (1) 50-amp, (1) 30-amp, and (2) 20-amp plugs. It is the responsibility of the permit holder to know and understand what power the event will require. The permit holder is responsible for providing all appropriate materials to safely pull power during the event. All power cords must be made for outdoor use and must be in good working order.

The Yard features a well-maintained grassy area, partially covered seating, and access to trash receptacles and dumpster.

The Yard Food Truck Plaza Considerations

While The Yard is an attractive area for events, applicants should be aware of the following:

- Public bathrooms are not available at The Yard. Portable toilets may be added to an event site plan with Event Team approval.
- It is the responsibility of the permit holder to ensure that all food trucks operating at The Yard have a currently valid Mobile Food Unit permit or food handler's permit from

the appropriate regulatory authority.

- The Yard is equipped with a grease trap interceptor. Any fats, oils, and grease (FOG) material must be disposed of at an approved site. ***Users not participating in a permitted event at The Yard are prohibited from dumping FOG material.***
- Pop-up tents and canopy placement must be clearly depicted on the Outdoor Event application. Stakes or other tools driven into the ground are not permitted at The Yard.
- The entrance located at Avenue B and 1st Street is available to load and unload items. Vehicles must be moved from this area and parked in a legal parking spot during the scheduled event.
- Bollards are located at South 1st and Avenue B for pedestrian safety. Load in and out times should be included in the permit application to allow City staff to remove the bollards for entry and departure.
- Applicants are encouraged to obtain overnight security if leaving any food trucks, rented equipment, or other valuables at The Yard when hosting multiple day events. The City does not provide overnight security and is not responsible for property damage or theft.

Rental Fees

Fees associated with The Yard are listed below. The application fee and deposit fee must be paid in full at the time the application is submitted. The final payment must be received no later than two weeks before the event start date. If final payment is not received at this time, an Outdoor Event Permit will not be issued. The City of Temple accepts payment in the form of cash, MasterCard, Visa, Discover, or by check payable to the City of Temple.

Half Day	Less than 6 hours	\$300.00
Full Day	More than 6 hours	\$600.00
Deposit		\$100.00

A refundable deposit is required at the time the application is submitted; the deposit will be returned if the facility is left in good condition, free from excess trash and damage. Any trash that exceeds the capacity of the provided receptacles must be removed by the permit holder at the end of the event. If the site is left with excess trash, or is damaged, the Parks and Recreation Director will determine the amount to be refunded, if any. The renter will be responsible for the costs of clean-up or repair. Please allow a minimum of two weeks from the event date for deposit refunds.

Renters causing excessive damage or trash accumulation, or violating the conditions or requirements in the Permittee Agreement or the Special Event Guide, may not be permitted for future events or permitted to rent City facilities.