



MOBILE FOOD ESTABLISHMENT EVENT PERMIT

Valid only on event date indicated

PETITION TO THE TOWN COUNCIL

To the Honorable Town Council of the Town of Bristol:

The undersigned hereby respectfully requests of
your Honorable Body to be granted a

Date Received:

TYPE OF EVENT

Santa House Opening Day Party

☒ PUBLIC EVENT

☐ PRIVATE EVENT

Street Address of Event:

240 High Street, Bristol

☒ PUBLIC PROPERTY

☐ PRIVATE PROPERTY

Number of Food Trucks

2

(In addition to the event permit, all food trucks
in attendance must obtain a municipal MFE
permit from the town)

Date of Event: Saturday, 11/22/25 (Rain date Sunday
11/23/25)

Time of Event: 4:00 - 7:30 pm

*Amount of People Expected to Attend 100-150

*Public events that anticipate an assembly of 500 people or
more, require a temporary Mass Gathering Permit and must
be approved by the Town Council.

If this is a Temporary Mass Gathering Permit, you
are required to attend the Council Meeting on:

Petition must be received 90 days in
advance of the proposed event.

For office use only:

☐ Fee for permit \$300

☒ Fee for permit exempt (per sec 19-127)

☐ Administrative Event Permit

Paula Morrisette

Applicant Name (Print)

Paula Morrisette

Applicant Signature**

JDR Foundation

REQUIRED DOCUMENTATION

☒ List of MFE trucks to be in attendance

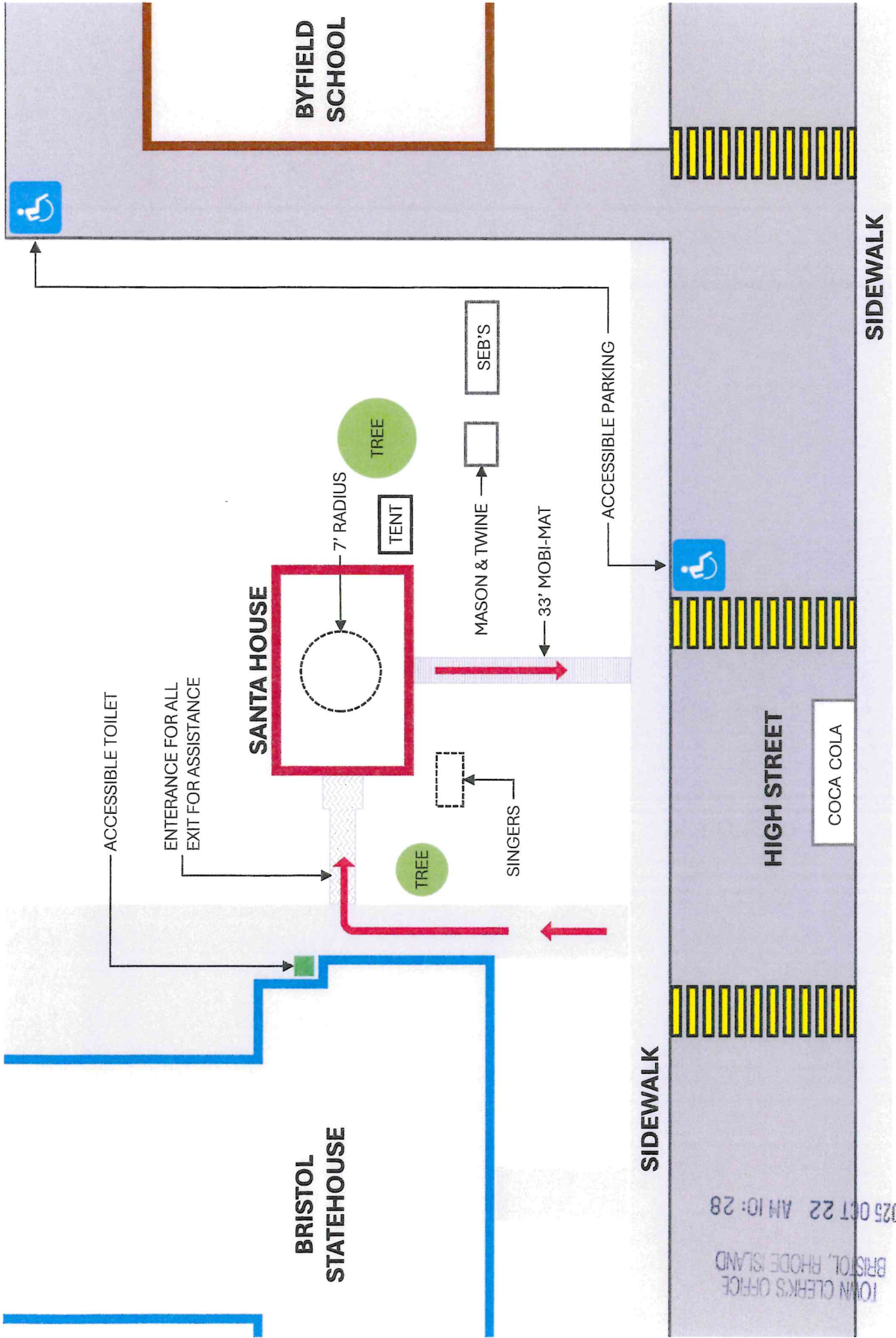
☒ Diagram of location of MFE at event

**The Applicant accepts all liability for the actions of patrons at the event, and is advised to consult
with the Police Chief to determine the need for police coverage at the event.

***All event permits shall be issued on the condition that the organizer of the event must leave suffi-
cient space for emergency vehicles in compliance with the Rhode Island Fire Safety Code.

2025 OCT 22 AM 10:28

TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND



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2025 OCT 22 AM 10:28

NOT TO SCALE



TOWN CLERK'S OFFICE
Melissa Cordeiro, Town Clerk

10 Court Street
Bristol, RI 02809
Tel. 401-253-7000
Fax. 401-253-2647
Email: Mcordeiro@bristolri.gov

MEMORANDUM

TO: Steven Contente
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro
TOWN CLERK

DATE: October 24, 2025

Re: Paula Morrisette, Board Member for the James D. Riley Foundation, Request for Mobile Food Establishment Event Permit for Saturday, November 22, 2025 (rain date - Sunday, November 23, 2025) from 4:00 PM - 7:30 PM for Bristol Santa House - Opening Day Party

May we please have your recommendation or the recommendation of the department head you deem appropriate in order for the Council to review the request at the Town Council Meeting to be held on **November 12, 2025.**

All items for this docket must be received in the Clerk's office by Wednesday, November 5, 2025. All and any items received after the deadline will be held until the next council agenda.

Thank you for your cooperation and prompt reply.

Attachments