

**Food Safety Program**  
*Food Truck Prior Approval Request*

**Instructions**

This form is to be completed by a KSU employee organizing a food truck event to request a prior approval of the food truck from the Environmental Health and Safety Department. A complete request for approval must be submitted to [ehs@kennesaw.edu](mailto:ehs@kennesaw.edu) at least 10 business days before the event.

**Event Information**

**Food Truck Event  
Name**

**Event Location**