



## Superday 2026 Food Vendor Registration

Urban Forestry Division

520 W. 8th Ave.

Cheyenne, WY 82001

[pellis@cheyennecity.org](mailto:pellis@cheyennecity.org)

307-637-6428

Dear Community Supporter,

The City of Cheyenne Community Recreation and Events Department, presenting sponsor of Superday 2026, invites you to participate in the Annual Superday. Superday is an annual celebration which serves to kick off July as National Parks & Recreation Month to promote a greater awareness of the value and availability of recreation and leisure activities, and to get people active.

Superday 2026 will take place on Saturday, June 27, at the south end of Lions Park. Food Vendor locations will be along Lions Park Drive and other locations in South Lions Park.

This year's theme is "America: 250 Years in the Making." We encourage you to join in the celebration by offering special menu items that celebrate our nation's history and flavors, as well as showcasing your patriotic spirit through red, white, and blue décor, displays, or themed attire.

Please join us in the celebration by being a part of the Superday 2026 Food Court. We look forward to seeing you on June 27, 2026.

If you are interested, please complete the registration form and return it by Monday, April 20, 2026. We will carefully select participants for Superday as food vendors and notify you by May 1, 2026 regarding your participation. All payments are due by June 1, 2026. Thank you and we are excited for Superday!

Sincerely,

Patrick Ellis, Superday 2026 Vendor Chair  
Cheyenne Community Recreation and Events

“ Superday is an annual celebration that kicks off July as National Parks & Recreation Month, and is hosted by the City of Cheyenne Community Recreation & Events Department in an effort to promote greater awareness of the value and availability of local recreation and leisure activities. ”

# Superday 2026



## Food Vendor Guidelines

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1. Selling food requires proper licensing from both the Cheyenne-Laramie County Health Department and the Cheyenne City Clerk's Office. Ensuring that your license is up-to-date is your responsibility.
2. Food Vendors must obtain a Temporary Food Service Permit with the Cheyenne Laramie County Environment Health Department. You can find the application for the permit here. [https://www.laramiecountywy.gov/\\_departments/health/\\_pdfs/2021/Temporary%20Food%20Packet%202021.pdf](https://www.laramiecountywy.gov/_departments/health/_pdfs/2021/Temporary%20Food%20Packet%202021.pdf)
3. A City of Cheyenne Business License is mandatory for each food vendor to pay sales tax directly to the Wyoming Department of Revenue.
4. The City of Cheyenne Community Recreation and Events will provide one (1) parking pass per Food Vendor to park in the assigned spots in the vendor parking lot.
5. Set-up is scheduled for Friday, June 26, from 3:00 to 6:00 pm and Saturday, June 27, from 6:00 to 8:00 am.
6. Limited security will be present throughout the park to monitor trailers. However, the City of Cheyenne is not liable for vandalism or theft.
7. Exhibitors are allowed to park one vehicle in the designated parking area. Vehicles in the Food Vendor Court must be relocated by 8:00 am or may be towed at the vendor's expense.
8. Set-up must be completed by 8:00 am for a final inspection by the Cheyenne-Laramie County Environmental Health Office. Failure to pass inspection by 9:30 am on Superday 2026 will result in eviction. Permits will be issued at the time of inspection.
9. No utilities such as electricity or water will be provided; vendors must be self-contained. Compliance with Per Fire Code #2404.19 Generator and other internal combustion power sources shall be separated from tents, canopies or other membrane structures by a minimum of 20 feet and shall be isolated from contact with the public by fencing, enclosure or other approved means. Generator noise can be no greater than 80 decibels.
10. Vendors are responsible for bringing their own tables, chairs, and canopies if desired. Canopies must be weighted down to prevent accidents; staking them down is not allowed.
11. Food Court Vendors may sell any non-alcoholic drinks but must provide their own beverages.
12. All vendors must remain in the park until 4:30 pm, with vehicle exits starting at 4:30 pm
13. Vendors will be carefully selected based on truck or trailer size, variety of food and completeness of the application. Required registration materials, fees, and licensing documents must be received before June 1, 2026.
14. Once selected, payment must be received by June 1, 2026. Accepted applicants will receive a Food Court Vendor Packet, including a map and truck space details.
15. The Fire Department, Vendor Chair and Superday Chair have the final say on decisions.
16. The City of Cheyenne will enforce all venue policies and mandates for everyone's safety. Non-compliance may lead to revocation of your participation.
17. No refunds will be offered.
18. Superday is set to proceed in the event of rain; however, it will be canceled in the case of extreme weather conditions. Given the extensive planning and the dedicated participation of numerous volunteers, please note that there is no rescheduled date.



# Superday 2026 Food Vendor Application Form

Complete and return form to Patrick Ellis or email  
pellis@cheyennecity.org by April 20, 2026

Business Name:\* \_\_\_\_\_

Contact Person:\* \_\_\_\_\_

Address:\* \_\_\_\_\_

City/State/Zip:\* \_\_\_\_\_

Phone (Day of Event Use):\* \_\_\_\_\_ Email Address:\* \_\_\_\_\_

Vehicle used to load/unload (one vehicle only):

Make: \* \_\_\_\_\_ Model: \* \_\_\_\_\_ Color: \* \_\_\_\_\_ License Plate #: \* \_\_\_\_\_

## Event Information

**Event Name:** Superday 2026

**Participation Start Date:** June 27, 2026

**Set Up Time:** June 26, from 3:00 to 6:00 pm or  
June 27, from 6:00 to 8:00 am

**Event Location/Address:**

South Lions Park

710 S. Lions Park Drive. Cheyenne, WY 82001

**Event Time:** 10:00 am-4:00 pm

## Application Submissions

**Submit application on-site or via email.**

**Email: Patrick Ellis**

pellis@cheyennecity.org

**On-site:**

Cheyenne Urban Forestry

520 W 8th Ave, Cheyenne, WY 82001

**PLEASE RETURN YOUR COMPLETED APPLICATION BY, April 20, 2026.**

## Proposed Food Menu

Bestselling Food Items (Top 3):

Brief Description of Your Cuisine:



# Superday 2026 Food Vendor Application Form

Complete and return form to Patrick Ellis or email  
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## Set-Up

Type of Set-Up (Check One):\*  Truck  Trailer  Cart  Tent  Other: \_\_\_\_\_

What side of your vehicle you serve out of?\*  Left Side  Right Side

(When looking out of the vehicle from the driver's seat)

Size of Truck or Trailer Set-Up:\* \_\_\_\_\_

What serving capacity do you estimate for your role as a food vendor?\*

Make: \* \_\_\_\_\_ Model: \* \_\_\_\_\_ Color: \* \_\_\_\_\_ License Plate #: \* \_\_\_\_\_

Dimensions of Truck: \* \_\_\_\_\_ # of people working in it: \* \_\_\_\_\_

Food Vendors must stay in their assigned spots for the entire event. Food Vendors need to be self-sufficient, bringing all necessary supplies and a quiet generator for electricity.

### VENDOR BOOTH FEES

One Space - Food Vendor Truck: \$250

Include a Copy of Business License

**Note:** Please return registration by Monday, April 20, 2026. Late registrations will not be accepted. We will carefully select participants for Superday as food vendors and notify you by May 1, 2026, regarding your participation. All payments are due by June 2, 2026.

*Please wait to send payment until you're confirmed as a Superday Food Vendor!*

Total Amount Due: \_\_\_\_\_

I will be paying by: \*  Check  Debit/Credit Card  Cash

Additional Service Fee of 2.65% +\$0.25 per transaction

Please make checks out to "City Treasurer" and mail the payment to Kiwanis Community House, 4603 Lions Park Dr, Cheyenne, WY 82001. If paying by credit card, you may email a completed registration form to mobrien@cheyennecity.org. We will call the number you provided to take credit card information over the phone. Do not include credit card information on this form.

### For Office Use Only:

Registration Received on: \_\_\_\_\_

Payment Received: Amount \_\_\_\_\_ Check #: \_\_\_\_\_ CC Date Received: \_\_\_\_\_

Booth # Assigned: \_\_\_\_\_ Date Event Packet Sent Out: \_\_\_\_\_

# Superday Food Vendors



Lions Park Beach house

1 2

21

Lions Park Softball Field

3

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14

22

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15

23

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S Lions Park Dr

S Lions Park Dr

S Lions Park Dr