



## Requirements for Mobile Food Vendor “Food Trailers/Trucks”

Application Processing can take up to one week.

- Fire Inspection
  - (Without Fire inspection we will not move forward with application)
- Grease trap letter
  - (Where are they going to dispose of the dirty water/grease?)
- Commissary letter
  - (Where are they storing their product? (It can't be from home))
- Copy of ID
- Copy of Sale Tax Certificate
- Page # 8 needs to be notarized
- Dimensions of Food Truck on Site Plan
- Setback Measurements
- Site Map & Screen Shot from Google Maps (aerial) all location
- Letter from owner of premises authorizing use of Bathrooms and parking
- If parking at commercial Plaza, a letter from 50% of tenants agreeing to food truck parking
- Color Pictures of the interior and exterior of food trailer/truck (include kitchen equipment, hood system, sink, and water tanks)
- Menu with hours of operation color (same hour of operation in page 7)
- Planning Inspection

We do not take incomplete applications.