



MOBILE FOOD VENDING LICENSE APPLICATION

Customer Service Center
90 E. Civic Center Dr.
Gilbert, AZ 85296
(480) 503-6700
www.gilbertaz.gov

\$55
PAYABLE BY CASH, CHECK OR CREDIT CARD

Type of goods to be sold: _____

- 1. This vehicle will include commercial cooking using fuel sources such as but not limited to gas, propane, or an open flame, either inside or outside the vehicle. [] Yes [] No

If yes, vehicle will be required to undergo a fire inspection and pay the associated inspection fee. The Fire Marshal will contact you within 5 business days and you must schedule your inspection within 20 days or your application will be canceled. Fees will not be refunded.

- a. If yes, indicate if the truck has an installed fire suppression system. [] Yes [] No

- 2. Indicate where water and power source will be attained : _____

- 3. Waste disposal will occur in the following manner: _____

- 4. The sale of goods will occur on public property [] Yes [] No

If seeking to operate on public property (Town property), applicants will need an executed Town Property Agreement prior to making application for their Mobile Food Vending License. A background check will be required for the sales of goods on public property and an additional fee may apply.

- 5. I have or will/have written permission to operate on private property from the landlord prior to the sale of any goods. [] Yes [] No

The written permission must be provided upon request from any Town representative.

BUSINESS OWNER INFORMATION

Business Owner Name _____ Title _____

Address _____

Phone _____ Fax _____ E-mail _____ City _____ State _____ Zip _____

Circle Type of Ownership*: Public Non-profit Family Private LLC Corp Partnership

*Individual, sole proprietorship or husband and wife businesses must complete a Licensing Eligibility Form, provide picture ID and submit with this application

BUSINESS INFORMATION

Business Trade Name _____ AZ Sales Tax # _____

Mailing Address _____

Phone _____ Fax _____ E-mail _____

Website _____ Date to begin operations in Gilbert _____

Name of individual(s) who will be selling: _____

Event Name/Address (if applicable): _____

Vehicle information: Make _____ Model _____ License Plate _____

Include the following with this application:

- a. Photo of vehicle being used
- b. Copy of valid Arizona driver's license or other government issued ID for business owner(s).
- c. Copy of vehicle liability insurance: bodily injury, \$100K per person, bodily injury, \$300K per accident; property damage, \$25K per accident
- d. If selling food: copy of County Permit

Have you used any other names in the last 5 years than you listed under "owner"? If so, list here:

Please read and check the following statements, indicating agreement.

- I have received read and will comply with the Town's Good Neighbor Principles.
- I acknowledgement that if I operate on any unpaved surface the surface must meet the requirements of Municipal Code Sections 30-62 and 30-63.
- I will adhere to the signage requirements specified under "Temporary Uses and special Events", per Section 4.402Y of the Gilbert Land Development code – Signage Regulations.

I HEREBY CERTIFY THAT ALL ANSWERS AND INFORMATION ON THIS APPLICATION ARE TRUE AND CORRECT. ANY FALSE, MISLEADING OR INCOMPLETE INFORMATION CONSTITUTES GROUNDS FOR DENIAL OF THIS LICENSE.

Signature _____ Date _____

Printed Name _____



Town of Gilbert: Good Neighbor Principles

The Town of Gilbert is known as a clean, safe and vibrant community. As Gilbert gains national recognition for being a wonderful place to live and work, these Good Neighbor Principles will enhance the efforts to bring family activities to the community. The Town encourages everyone to be a good neighbor in keeping Gilbert clean, safe, vibrant and respecting public and private property, while adding to the current mix of businesses. The Good Neighbor Principles include:

- 1.) Keeping Gilbert a safe place.
- 2.) Keeping Gilbert clean and well maintained.
- 3.) Respecting public and private property.
- 4.) Manage potential impacts to adjacent or nearby establishments and residents such as noise, lighting, parking, and trash.
- 5.) Being accountable, available, and responsive, as reasonable, to community comments and concerns.



Town of Gilbert: Mobile Food Vending Signage

Mobile Food Vending operations shall adhere to the signage regulations specified under “Temporary Uses and Special Events”, per Section 4.402Y of the Gilbert Land Development Code – Signage Regulations. For your convenience, the allowable signage for this business activity is shown herein:

Temporary Uses and Special Event Signs

Temporary uses and special events listed in section 4.5012 Temporary Uses, located in the Commercial, Heritage Village Center, Office, Employment, Gateway and Public Facility/ Institutional Zoning Districts shall be permitted up to three (3) on-site banner signs and up to four (4) off-premise traffic directional signs, subject to the following regulations:

1. On-Site Banner Signs. Three banner signs, each no greater than 40 square feet in area may be placed on the site of the temporary use or special event.
2. Off-Premise Traffic Directional Signs. Up to four (4) off-premise traffic directional signs are permitted, subject to the following regulations:
 - a. Type/Size. A-Frame Signs no greater than 31 inches in width and 45 inches in height.
 - b. Display. Signs shall be displayed up to 24 hours in advance of the event and on the day(s) the event is permitted to take place.
 - c. Location. Signs may be placed in the right-of way subject to Traffic Engineer and Zoning Administrator approval to ensure signage does not interfere with traffic safety and pedestrian circulation or on private property with written permission of the property owner.



GILBERT FIRE PREVENTION DIVISION

REGULATION 12-104.1 MOBILE FOOD UNITS

Number:	12-104.1		
Subject:	Mobile Food Units		
Code:	2012 International Fire Code	Code Section:	104.1
Effective Date:	12/7/2013	Revision Date:	01/14/2104
Issued By:	Dan DuBois		

SCOPE:

The 2012 International Fire Code authorizes the Fire Marshal to render interpretations of the fire code, to adopt policies, procedures, rules and regulations in order to clarify the application of its provisions. The purpose of this regulation is to clarify the rules and regulations regarding the requirements for Mobile Food Units.

GENERAL:

Mobile Food Unit Requirements:

- Every Mobile Food Unit is required to have a Town of Gilbert Business License and/or a Town of Gilbert Transient Merchant License, or Mobile Food Vending License.
- All units shall have a current Maricopa County Environmental Health Code Permit which must be clearly visible from the rear exterior of the vehicle. In addition, the permit to operate must be maintained with the vehicle at all times. All units shall be in full compliance with the Maricopa County Environmental Health Code and all other applicable regulations.
- All units must have a Type K (1.5 gallon) and a 2A:10BC fire extinguisher.
- Commercial cooking or display equipment which produces smoke, steam, grease, mists, particulate matter, condensation, vapors, fumes, odors, or create a sanitation or indoor air quality problems shall have a hood that complies with the latest International Mechanical Code.
- All hoods, vents and filters shall be maintained and kept clean.
- All units with an automatic fire-extinguishing system shall have a current service tag. (All systems are required to be serviced every six months).
- Placement of all mobile food units shall meet the following separation distances:
 - a) Mobile Units without a fire suppression system must be separated by a minimum of ten feet (bumper to bumper or side to side from structures, property lines, combustible material and other Mobile Food Units).
 - b) Mobile Units with a fire suppression system have no separation distance requirement.