



FREQUENTLY ASKED QUESTIONS MOBILE FOOD VENDORS

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DISCLAIMER: This document is provided for informational purposes only and does not constitute legal advice. While every effort has been made to ensure accuracy, the Village's ordinances and applicable state/federal regulations govern all requirements. Vendors are responsible for reviewing and complying with all current ordinance, laws, regulations, and permit conditions. The Village may adopt new ordinance and fees at any time prior to updating this document. For official and up-to-date information, please refer to the Village Ordinances or contacting Village Staff.

Do I need a permit to operate as a mobile food vendor? (Sec. 18.37)

Yes - All mobile food vendors must obtain a Mobile Food Vendor Permit from the Village Clerk before operating. You must also comply with state requirements (e.g., DATCP permits) and provide proof of those permits.

What is considered a mobile food vendor? (Sec. 18.38)

A mobile food vendor is any individual or entity that prepares, serves, sells, or distributes ready-to-eat food, non-alcoholic drinks, or edible novelties directly from a motorized vehicle or trailer temporarily parked in an authorized area.

Are there any exemptions? (Sec. 18.39)

Yes - Exemptions include:

1. Seasonal produce stands.
2. Sales at events with Festival Permit.
3. Sales authorized on public property by the Parks, Property & Streets Committee.
4. Village residents under 18 selling beverages fewer than 12 times annually from a stand on private property.

How do I apply for a permit? (Sec. 18.40)

Submit a written application to the Village Clerk. Here is a link to the [Mobile Food Vendor License Application Form](#). Please note that upon receipt of the application, the Village Clerk may complete a background check.

What must the location plan include? (Sec. 18.41)

The plan must show:

- Vendor unit location.
- Seating and parking areas.
- Handwashing stations and restrooms.
- Entrances/exits, lighting, signage, and menu.

How long is the permit valid? (Sec. 18.43)

Permits are valid for one year, expiring on June 30. They are not transferable and apply to one vendor unit and one property only.

Where can I operate and not operate? (Sec. 18.44)

- Not on public sidewalks.
- Not on Village property unless part of a sanctioned event or with committee approval.
- Must comply with [Chapter 66](#) of the Municipal Code for authorized sites.

8. What are the restrictions on what I can sell? (Sec. 18.44)

- No alcohol or tobacco sales.
- Must comply with noise limits.
- Must provide waste receptacles and clean up spills.
- Gray water cannot be dumped on the ground or into the sewer system.

9. What facilities must I provide? (Sec. 18.44)

Facilities that must be included are:

- Restrooms for patrons and employees (onsite or via written agreement).
- Handwashing station if restrooms are not within 100 feet.
- Fire extinguisher in the unit.
- Waste disposal and cleanup daily.

10. What are the fees? (Sec. 18.45)

A non-refundable application fee is required, as set by the Village Board.

Fee Schedules are be found here: <https://sisterbaywi.gov/fee-schedule/>

11. What happens if I violate the rules? (Sec. 18.46)

Violations can result in:

- Permit suspension or revocation.
- Forfeitures per [Sec. 1.11 of the Municipal Code](#).
- Each day of violation counts as a separate offense.