



CITY OF JACKSON, MISSISSIPPI

APPLICATION FOR MOBILE FOOD VENDING PERMIT - THIS APPLICATION MUST BE NOTARIZED
ORDINANCE NO. _____

PERMIT FEE: \$500 PER MOBILE VENDING UNIT

APPLICANT INFORMATION (PLEASE PRINT)

Name: _____

Telephone #: _____ Cell Phone: _____

E-mail Address: _____

Physical Address: _____

City State Zip Code

Mailing Address: _____

City State Zip Code

BUSINESS INFORMATION

Business Name: _____ Business Owner: _____

Business Address: _____

Business Telephone #: _____ Business Fax #: _____

State Tax ID #: _____ City of Jackson Privilege License#: _____

MS Dept. of Health Food Vending Permit #: _____

Location Applied For (Street Address or Description of Location): _____

Zoning Classification: _____

Vending Type: () Mobile Push Cart () Mobile Food Preparation Vehicle

Brief Description of foods and beverages to be sold: _____

Days of Operation: _____ to _____ Hours of Operation: From: _____ to _____

Number of Employees for Requested Site: _____

READ SECTION I PRIOR TO SIGNING APPLICATION - Please See Back Page

I, _____, hereby attest that the information provided above is true and accurate to the best of my knowledge and is submitted for the purpose of applying to the City of Jackson for a Mobile Food Vending Permit. I agree to comply with the City of Jackson policies and procedures for obtaining a permit pursuant to the City of Jackson Mobile Food Vending Ordinance. In the event, the permit is terminated, the Mobile Food Vending Permit is immediately suspended and all operations must cease. I further affirm that I have read and agree to the terms of the Hold Harmless Clause and Insurance provisions as provided in Section I on the back of this form.

SIGNATURE

DATE

Subscribed and sworn before me, this the _____ day of _____ 20__

My Commission Expires:

Notary Public

Seal

FOR OFFICE USE ONLY	
FIELD INSPECTION: _____	DATE _____
APPROVED BY: _____	DATE _____
PLANNING & DEVELOPMENT _____	DATE _____
PUBLIC WORKS _____	DATE _____

SECTION I

HOLD HARMLESS CLAUSE - The undersigned, its officers, employees, or representatives shall indemnify, defend and hold harmless the City of Jackson, its officers, employees, agents or representatives from and against any and all claims, damages, actions, liability, and expenses including reasonable attorneys' fees and court costs relative to bodily injury or property damage sustained by a person as a result of the negligent use or maintenance of a permitted mobile vendor space.

INSURANCE REQUIREMENTS – The undersigned shall procure and maintain liability insurance coverage in the amount of \$500,000 per mobile push cart and per mobile food preparation vehicle during the term of this Permit with companies licensed to do business in the State of Mississippi. Such policies shall name the City as an additional insured and shall not be subject to material change or cancellation except after thirty (30) days written notice from the insurer to the City as to such condition. Upon execution of this agreement, the Vendor shall provide the City with a Certificate of Insurance, and upon request by the City, the Vendor shall provide certified copies of the policies and reasonable proof of payment of premiums.

SECTION II

APPLICATION GUIDELINES FOR MOBILE VENDING PERMIT

NOTE: ALL COMPLETED APPLICATIONS MUST BE HAND SUBMITTED BY APPOINTMENT ONLY

DEFINITIONS:

MOBILE FOOD VENDOR: any person who sells food and/or beverages from a mobile pushcart or motorized mobile food preparation vehicle on a consistent basis and for a period of more than 15 days each calendar year.

MOBILE PUSHCART: any portable vending device, pushcart or other wheeled vehicle or device which may be moved without the assistance of a motor and which is not required to be licensed and registered by the Department of Transportation, used for the displaying, storing or transporting of food offered for sale by a vendor. Said cart may be up to four feet in width, six feet in length, excluding auxiliary items such as handles or fenders, or otherwise the cart shall not occupy space greater than a total of twenty-four square feet.

MOBILE FOOD PREPARATION VEHICLE: any motorized vehicle that includes a self-contained kitchen in which food is prepared, processed or stored and used to sell and dispense food to the consumer. The unit must be on wheels (excluding boats and trailers) at all times. This definition does not include pushcarts.

APPLICATION CHECKLIST

The following items must be submitted in conjunction with the **completed** application to the Signs & License Division for the acceptance, review and approval of the Food Vending Application:

- A separate application and fee is required for each site
- \$500** – Permit Fee per vending unit
- Payment – Certified Check Business Check or Money Order made Payable to the City of Jackson – Include in the memo section –“Mobile Vending Application”
- A scaled sketch plan or colored photographs of the proposed mobile pushcart or mobile food preparation vehicle
- A site plan of the requested location(s)
- Valid ID (driver's license or other government issued form of ID)
- Copy of City of Jackson Privilege License
- Copy of MS Dept. of Health Food Vending Permit
- Copy of Certificate of Insurance
- Copy of notarized consent form from property owner(s) to locate on requested site
- A listing of each employee's name and position for the requested site
- Dates, jurisdiction, court and disposition of :
 - All felony charges related to the applicant or any principal applicant
 - All misdemeanor and violations directly related to food, food preparation, permit operations, and for business operations, related to the applicant or any principal of the applicant

FIELD REVIEW & INSPECTION

Upon submission of the completed application, a field review of the requested vending site will be required to document the exact location for the placement of the mobile pushcart or mobile food preparation vehicle.

SECTION I

HOLD HARMLESS CLAUSE - The undersigned, its officers, employees, or representatives shall indemnify, defend and hold harmless the City of Jackson, its officers, employees, agents or representatives from and against any and all claims, damages, actions, liability, and expenses including reasonable attorneys' fees and court costs relative to bodily injury or property damage sustained by a person as a result of the negligent use or maintenance of a permitted mobile vendor space.

INSURANCE REQUIREMENTS – The undersigned shall procure and maintain liability insurance coverage in the amount of \$500,000 per mobile push cart and per mobile food preparation vehicle during the term of this Permit with companies licensed to do business in the State of Mississippi. Such policies shall name the City as an additional insured and shall not be subject to material change or cancellation except after thirty (30) days written notice from the insurer to the City as to such condition. Upon execution of this agreement, the Vendor shall provide the City with a Certificate of Insurance, and upon request by the City, the Vendor shall provide certified copies of the policies and reasonable proof of payment of premiums.

SECTION II

APPLICATION GUIDELINES FOR MOBILE VENDING PERMIT

NOTE: ALL COMPLETED APPLICATIONS MUST BE HAND SUBMITTED BY APPOINTMENT ONLY

DEFINITIONS:

MOBILE FOOD VENDOR: any person who sells food and/or beverages from a mobile pushcart or motorized mobile food preparation vehicle on a consistent basis and for a period of more than 15 days each calendar year.

MOBILE PUSH CART: any portable vending device, pushcart or other wheeled vehicle or device which may be moved without the assistance of a motor and which is not required to be licensed and registered by the Department of Transportation, used for the displaying, storing or transporting of food offered for sale by a vendor. Said cart may be up to four feet in width, six feet in length, excluding auxiliary items such as handles or fenders, or otherwise the cart shall not occupy space greater than a total of twenty-four square feet.

MOBILE FOOD PREPARATION VEHICLE: any motorized vehicle that includes a self-contained kitchen in which food is prepared, processed or stored and used to sell and dispense food to the consumer. The unit must be on wheels (excluding boats and trailers) at all times. This definition does not include pushcarts.

APPLICATION CHECKLIST

The following items must be submitted in conjunction with the **completed** application to the Signs & License Division for the acceptance, review and approval of the Food Vending Application:

- A separate application and fee is required for each site
- \$500** – Permit Fee per vending unit
- Payment – Certified Check Business Check or Money Order made Payable to the City of Jackson – Include in the memo section –“Mobile Vending Application”
- A scaled sketch plan or colored photographs of the proposed mobile pushcart or mobile food preparation vehicle
- A site plan of the requested location(s)
- Valid ID (driver's license or other government issued form of ID)
- Copy of City of Jackson Privilege License
- Copy of MS Dept. of Health Food Vending Permit
- Copy of Certificate of Insurance
- Copy of notarized consent form from property owners within 150' feet of the requested vending site
- A listing of each employee's name and position for the requested site
- Dates, jurisdiction, court and disposition of :
 - All felony charges related to the applicant or any principal applicant
 - All misdemeanor and violations directly related to food, food preparation, permit operations, and for business operations, related to the applicant or any principal of the applicant

FIELD REVIEW & INSPECTION

Upon submission of the completed application, a field review of the requested vending site will be required to document the exact location for the placement of the mobile pushcart or mobile food preparation vehicle.